

AGENDA
CITY COUNCIL MEETING
October 26, 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 EDA Assisted Living Development Locations
- F. 6:50 Public Works Facility Construction Manager
- G. 7:10 Local Board of Equalization and Appeal
- H. 7:15 Other items as necessary
- I. 7:20 Council & Staff Reports
- J. Attached correspondence:
 - 1. Other Meeting Minutes
 - 2. Upcoming Meeting Schedule
- K. 7:45 Adjourn

*CITY OF GRAND MARAIS
MINUTES
October 12, 2016*

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

Members present: Tim Kennedy, Anton Moody (arrived late), Tracy Benson, 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.

Tod Sylvester spoke about portable and off-premises freestanding sign permits to clear up comments made in a previous meeting. Transparency and honesty belong to the city.

Mary Somnis, EDA Director, updated the council regarding EDA conversations with Spectrum Health doing due diligence and asking for 3-5 acres of land in the city limits. Three locations have been identified to consider: lots in the BDA, a piece of land owned by the city and a piece of land owned by the county. Spectrum Health is also in conversations with the hospital and care center. Mary also reminded the council of the commitment to identify in the budget a portion of the \$175,000 for workforce housing.

Motion by Kennedy, seconded by Benson to approve the Agenda removing American Legion Lawful Gambling Permit from the consent agenda, September 27, 2016, Minutes, and Payment of Bills. Approved unanimously.

Janet Breithaupt, American Legion Auxiliary Unit 413, requested a LG214 Lawful Gambling Permit to do pull tabs, paddle wheels, paper bingo. This will be legalized gambling that is permitted and regulated by the state.

Motion by Kennedy, seconded by Benson to approve the LG214 Lawful Gambling Permit for the American Legion Auxiliary Unit 413 License #00797. Approved unanimously.

Paul Coe, Security State Agency representing the League of MN Cities reviewed the Property and Liability Insurance for the City of Grand Marais. The premium is similar to last year. Liability is based on replacement cost. Waiving the liability limits increases the premium 7%. Traditionally, the League of MN Cities provides the city with a substantial dividend. We will have our joint powers agreements reviewed by the legal staff.

Motion by Kennedy, seconded by Mills to approve the League of Minnesota Cities insurance premium of \$59,880 waiving the liability limits. Approved unanimously.

Two responses for Construction Management of the public works facility were received: Kraus Anderson \$367,000 and McGough \$537,000. We will try to organized interviews for the morning of October 18th.

The Comprehensive Plan consultants will be here next week. They will be conducting a training with the Steering Committee and members of the public on Tuesday, October 18th at 2:30 p.m. at the Courthouse and Tuesday, October 18th at 6:30 p.m. at City Council Chambers. Pop-up sessions will be conducted Wednesday October 19th from 9:00a.m. – noon at the YMCA and from 9:00 a.m. – noon at the Whole Foods Co-op.

Councilor Mills' Report:

- 1) The Park Board will raise golf rates by \$10 for annual memberships. Disc Golf is not a good fit for our municipal course. Other locations were suggested as possibilities. Paving of the recreation park will happen in early October. Electrical upgrades will be scheduled for next spring. Bathhouses will be shut down during October. The park board is discussing moderate price increases.

Councilor Kennedy's Report:

- 1) The Planning Commission is dealing with non-conforming uses. There will be a public hearing and recommendation to bring to the council in November. The intent is to clarify language in the ordinance.
- 2) Active Living should be part of the discussion to integrate health into our planning as we move forward with the Highway 61 Corridor Plans, update the Recreation Park Master Plan, work on the issues of access and supply of healthy and affordable food and the Sawtooth Bluffs plans.

Mayor Jay Arrowsmith-DeCoux's Report:

- 1) Attended the Planning Conference with the City Administrator and will post a blog about the sessions attended.

There being no further business, the meeting adjourned at 8:15 p.m.



CITY OF GRAND MARAIS

10/17/16 10:13 AM

Page 1

Payments

City of Grand Marais

Current Period: October 2016

Batch Name	101416 CPAP	User Dollar Amt	\$87,045.28
	Payments	Computer Dollar Amt	\$87,045.28

\$0.00 In Balance

Refer	68600	<u>MN DEPT OF REVENUE-EFTPS</u>	Ck#	003562E	10/14/2016	
Cash Payment	G 101-21702	State Withholding				\$1,622.56
Invoice	21 CPYR 16	10/14/2016				
Transaction Date	10/11/2016		MAIN CHECKING G	10100	Total	\$1,622.56
Refer	68601	<u>DEPT OT THE TREASURY IRS</u>	Ck#	003563E	10/14/2016	
Cash Payment	G 101-21703	FICA Tax Withholding				\$4,790.22
Invoice	21 CPYR 16	10/14/2016				
Cash Payment	G 101-21717	Medicare				\$1,125.64
Invoice	21 CPYR 16	10/14/2016				
Cash Payment	G 101-21701	Federal Withholding				\$3,417.33
Invoice	21 CPYR 16	10/14/2016				
Transaction Date	10/11/2016		MAIN CHECKING G	10100	Total	\$9,333.19
Refer	68602	<u>MN CHILD SUPPORT PAYMENTCE</u>	Ck#	003564E	10/14/2016	
Cash Payment	G 101-21718	Garnishment				\$114.07
Invoice	1011160162	10/14/2016				
Transaction Date	10/11/2016		MAIN CHECKING G	10100	Total	\$114.07
Refer	68603	<u>PERA</u>	Ck#	003565E	10/14/2016	
Cash Payment	G 101-21704	PERA				\$4,715.50
Invoice	21 CPYR 16	10/14/2016				
Transaction Date	10/11/2016		MAIN CHECKING G	10100	Total	\$4,715.50
Refer	68604	<u>EMPOWER</u>	Ck#	003566E	10/14/2016	
Cash Payment	G 101-21720	MN State Retirement DeferC				\$445.00
Invoice	639984235	10/14/2016				
Transaction Date	10/11/2016		MAIN CHECKING G	10100	Total	\$445.00
Refer	68605	<u>MII LIFE-FLEX</u>	Ck#	003567E	10/13/2016	
Cash Payment	G 101-21713	Flex Plan Spending				\$15.29
Invoice	38285391	10/11/2016				
Transaction Date	10/11/2016		MAIN CHECKING G	10100	Total	\$15.29
Refer	68606	<u>VISA</u>				
Cash Payment	E 101-42200-240	Small Tools and Minor E National Firefighter Snap Portable Tank				\$2,082.92
Invoice	3814	10/2/2016				
Cash Payment	E 211-45500-200	Office Supplies (GENER				\$57.82
Invoice	3814	10/2/2016				
Cash Payment	E 211-45500-435	Books, Periodicals				\$242.68
Invoice	3814	10/2/2016				
Cash Payment	E 211-45500-437	Audio Visual / DVD				\$396.62
Invoice	3814	10/2/2016				
Cash Payment	E 211-45500-330	Transportation/School				\$254.04
Invoice	3814	10/2/2016				
Transaction Date	10/11/2016		MAIN CHECKING G	10100	Total	\$3,034.08
Refer	68607	<u>MN DEPT OF REVENUE-EFTPS</u>	Ck#	003568E	10/11/2016	
Cash Payment	G 101-20800	Taxes Due (State MN)				\$10,715.00
Invoice	Sept Sales Tax	9/30/2016				



CITY OF GRAND MARAIS
Payments

10/17/16 10:13 AM
 Page 2

Current Period: October 2016

Cash Payment	G 609-20800 Taxes Due (State MN)			\$23,240.00
Invoice	Sept Sales Tax	9/30/2016		
Cash Payment	G 613-20800 Taxes Due (State MN)			\$1,228.00
Invoice	Sept Sales Tax	9/30/2016		
Cash Payment	G 211-20800 Taxes Due (State MN)			\$39.00
Invoice	Sept Sales Tax	9/30/2016		
Transaction Date	10/11/2016	MAIN CHECKING G	10100	Total \$35,222.00
Refer	68733	FIRSTNET		
Cash Payment	E 101-41400-330 Transportation/School			\$19.00
Invoice	7851	10/6/2016		
Cash Payment	E 211-45500-330 Transportation/School			\$171.00
Invoice	7851	10/6/2016		
Cash Payment	E 609-49750-330 Transportation/School			\$171.00
Invoice	7851	10/6/2016		
Cash Payment	E 101-43100-330 Transportation/School			\$19.00
Invoice	7851	10/6/2016		
Cash Payment	E 613-45125-330 Transportation/School			\$38.00
Invoice	7851	10/6/2016		
Cash Payment	E 101-45100-330 Transportation/School			\$95.00
Invoice	7851	10/6/2016		
Cash Payment	E 101-42200-330 Transportation/School			\$399.00
Invoice	7851	10/6/2016		
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total \$912.00
Refer	68734	FLEET ONE LLC		
Cash Payment	E 101-45100-212 Motor Fuels			\$217.88
Invoice	4452890061	9/30/2016		
Cash Payment	E 101-43100-212 Motor Fuels			\$256.05
Invoice	4452910061	9/30/2016		
Cash Payment	E 101-43100-212 Motor Fuels			\$35.05
Invoice	4452920061	9/30/2016		
Cash Payment	E 101-42200-212 Motor Fuels			\$203.09
Invoice	4453160061	9/30/2016		
Cash Payment	E 613-45125-212 Motor Fuels			\$315.09
Invoice	4453130061	9/30/2016		
Cash Payment	E 101-45100-212 Motor Fuels			\$10.03
Invoice	4452920061	9/30/2016		
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total \$1,037.19
Refer	68735	ROHLFING INC.		
Cash Payment	E 609-49750-252 Beer For Resale			\$3,738.00
Invoice	433255	10/12/2016		
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total \$3,738.00
Refer	68736	VOYAGEUR BREWING COMPANY		
Cash Payment	E 609-49750-252 Beer For Resale			\$750.00
Invoice	16-41-03	10/12/2016		
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total \$750.00
Refer	68737	SOUTHERN GLAZER S OF MN		
Cash Payment	E 609-49750-251 Liquor For Resale			\$2,872.01
Invoice	1463110	10/12/2016		



CITY OF GRAND MARAIS

10/17/16 10:13 AM

Page 3

Payments

City of Grand Marais

Current Period: October 2016

Cash Payment	E 609-49750-333 Freight and Express				\$72.43
Invoice	1463110	10/12/2016			
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total	\$2,944.44
Refer	68738	<u>BREAKTHRU BEVERAGE</u>			
Cash Payment	E 609-49750-251 Liquor For Resale				\$4,988.20
Invoice	1080538598	10/11/2016			
Cash Payment	E 609-49750-333 Freight and Express				\$90.35
Invoice	1080538598	10/11/2016			
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total	\$5,078.55
Refer	68739	<u>SUPERIOR BEVERAGES LLP</u>			
Cash Payment	E 609-49750-252 Beer For Resale				\$1,273.30
Invoice	768354	10/12/2016			
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total	\$1,273.30
Refer	68740	<u>THE AMERICAN BOTTLING COMP</u>			
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa				\$287.15
Invoice	7379444012	8/8/2016			
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total	\$287.15
Refer	68741	<u>MICHAUD DIST. INC.</u>			
Cash Payment	E 609-49750-252 Beer For Resale				\$1,529.60
Invoice	170788	10/12/2016			
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total	\$1,529.60
Refer	68742	<u>ARCTIC GLACIER INC.</u>			
Cash Payment	E 609-49750-259 Other For Resale				\$34.80
Invoice	2047628402	10/10/2016			
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total	\$34.80
Refer	68743	<u>BERNICKS</u>			
Cash Payment	E 609-49750-252 Beer For Resale				\$100.00
Invoice	532536	10/13/2016			
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa				\$134.25
Invoice	532535	10/13/2016			
Cash Payment	E 609-49750-252 Beer For Resale				\$3,857.05
Invoice	532537	10/13/2016			
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total	\$4,091.30
Refer	68744	<u>ARTISAN BEER COMPANY</u>			
Cash Payment	E 609-49750-251 Liquor For Resale				-\$64.00
Invoice	244371	8/18/2016			
Cash Payment	E 609-49750-333 Freight and Express				-\$2.51
Invoice	244371	8/18/2016			
Cash Payment	E 609-49750-251 Liquor For Resale				\$2,876.46
Invoice	2056687	10/12/2016			
Cash Payment	E 609-49750-333 Freight and Express				\$60.25
Invoice	2056687	10/12/2016			
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total	\$2,870.20
Refer	68745	<u>JOHNSON BROTHER LIQUOR</u>			
Cash Payment	E 609-49750-251 Liquor For Resale				\$603.05
Invoice	5561248	10/12/2016			



CITY OF GRAND MARAIS

10/17/16 10:13 AM

Page 4

Payments

City of Grand Marais

Current Period: October 2016

Cash Payment	E 609-49750-333 Freight and Express			\$22.59
Invoice	5561248	10/12/2016		
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa			-\$36.35
Invoice	592355	9/16/2016		
Cash Payment	E 609-49750-333 Freight and Express			-\$2.51
Invoice	592355	9/16/2016		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$100.00
Invoice	591070	9/9/2016		
Cash Payment	E 609-49750-333 Freight and Express			-\$2.51
Invoice	591070	9/9/2016		
Cash Payment	E 609-49750-251 Liquor For Resale			\$2,705.11
Invoice	5561249	10/12/2016		
Cash Payment	E 609-49750-333 Freight and Express			\$92.89
Invoice	5561249	10/12/2016		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$24.00
Invoice	588179	8/18/2016		
Cash Payment	E 609-49750-333 Freight and Express			-\$2.51
Invoice	588179	8/18/2016		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$28.00
Invoice	590205	9/2/2016		
Cash Payment	E 609-49750-333 Freight and Express			-\$2.51
Invoice	590205	9/2/2016		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$105.20
Invoice	594652	10/4/2016		
Cash Payment	E 609-49750-333 Freight and Express			-\$5.02
Invoice	594652	10/4/2016		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$9.25
Invoice	593332	9/23/2016		
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total \$3,105.78
Refer	68746	<i>BELLBOY CORPORATION - LIQUO</i>		
Cash Payment	E 609-49750-259 Other For Resale			\$65.21
Invoice	94753700	10/12/2016		
Cash Payment	E 609-49750-251 Liquor For Resale			\$230.00
Invoice	55805400	10/12/2016		
Cash Payment	E 609-49750-333 Freight and Express			\$7.35
Invoice	55805400	10/12/2016		
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total \$302.56
Refer	68747	<i>NORTH SHORE WINERY</i>		
Cash Payment	E 609-49750-251 Liquor For Resale			\$564.00
Invoice	1013201601	10/13/2016		
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total \$564.00
Refer	68748	<i>MILLNER HERITAGE VINEYARD &</i>		
Cash Payment	E 609-49750-251 Liquor For Resale			\$457.80
Invoice	1895	10/8/2016		
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total \$457.80
Refer	68749	<i>PAUSTIS WINE COMPANY</i>		
Cash Payment	E 609-49750-251 Liquor For Resale			\$1,249.00
Invoice	8565630-IN	10/13/2016		



CITY OF GRAND MARAIS

10/17/16 10:13 AM

Page 5

Payments

City of Grand Marais

Current Period: October 2016

Cash Payment	E 609-49750-333 Freight and Express			\$105.00
Invoice	8565630-IN	10/13/2016		
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total \$1,354.00
Refer	68750	VINOCOPIA		
Cash Payment	E 609-49750-251 Liquor For Resale			\$2,120.92
Invoice	0163455-IN	10/13/2016		
Cash Payment	E 609-49750-333 Freight and Express			\$92.00
Invoice	0163455-IN	10/13/2016		
Transaction Date	10/17/2016	MAIN CHECKING G	10100	Total \$2,212.92

Fund Summary

	10100 MAIN CHECKING GMSB	
101 GENERAL FUND		\$30,297.63
211 LIBRARY		\$1,161.16
609 MUNICIPAL LIQUOR FUND		\$54,005.40
613 GOLF COURSE		\$1,581.09
		<u>\$87,045.28</u>

Pre-Written Checks	\$51,467.61
Checks to be Generated by the Computer	\$35,577.67
Total	<u>\$87,045.28</u>



CITY OF GRAND MARAIS

10/21/16 11:40 AM

Page 1

Payments

City of Grand Marais

Current Period: October 2016

Batch Name	10272016AP	User Dollar Amt	\$90,284.51
Payments		Computer Dollar Amt	\$90,284.51
			\$0.00 In Balance

Refer 68753 CDW GOVERNMENT, INC.

Cash Payment E 215-45500-449 Automation \$260.30

Invoice FXK8993 9/22/2016

Transaction Date 10/18/2016 MAIN CHECKING G 10100 Total \$260.30

Refer 68754 TERRA BELLA FLORAL

Cash Payment E 101-42200-200 Office Supplies (GENER \$53.94

Invoice 3155 9/28/2016

Transaction Date 10/18/2016 MAIN CHECKING G 10100 Total \$53.94

Refer 68755 COOK COUNTY HOME CENTER

Cash Payment E 101-41940-240 Small Tools and Minor E \$16.47

Invoice 3125 9/30/2016

Cash Payment E 613-45125-221 Equipment Parts/Builing \$47.77

Invoice 9988 9/30/2016

Cash Payment E 613-45125-211 Operating Supplies \$155.91

Invoice 9988 9/30/2016

Cash Payment E 101-45100-220 Repair/Maint Supply (GE \$135.15

Invoice 1712 9/30/2016

Transaction Date 10/18/2016 MAIN CHECKING G 10100 Total \$355.30

Refer 68756 EDWIN E. THORESON, INC.

Cash Payment E 101-43100-592 Capital Outlay (StreetRe \$2,700.00

Invoice 24207 10/6/2016

Cash Payment E 101-43100-224 Street Maint Materials \$175.00

Invoice 24241 10/13/2016

Transaction Date 10/18/2016 MAIN CHECKING G 10100 Total \$2,875.00

Refer 68757 MED COMPASS

Cash Payment E 101-42200-310 Service Agreements \$1,385.00

Invoice 300200 9/22/2016

Transaction Date 10/18/2016 MAIN CHECKING G 10100 Total \$1,385.00

Refer 68758 DALCO

Cash Payment E 101-41940-210 Operating Supplies (GE \$802.50

Invoice 3083879 10/5/2016

Transaction Date 10/18/2016 MAIN CHECKING G 10100 Total \$802.50

Refer 68759 G&G SEPTIC

Cash Payment E 101-43100-384 Refuse/Garbage Disposa \$48.25

Invoice 12468 10/4/2016

Cash Payment E 101-45100-418 Portable Toilet Rentals \$416.44

Invoice 12490 10/5/2016

Cash Payment E 101-45184-418 Portable Toilet Rentals \$137.11

Invoice 12490 10/5/2016

Cash Payment E 101-45189-418 Portable Toilet Rentals \$2,772.86

Invoice 12490 10/5/2016

Transaction Date 10/18/2016 MAIN CHECKING G 10100 Total \$3,374.66

Refer 68760 BUCK S HARDWARE HANK



CITY OF GRAND MARAIS

10/21/16 11:40 AM

Page 2

Payments

City of Grand Marais

Current Period: October 2016

Cash Payment	E 101-43100-220 Repair/Maint Supply (GE				\$1.80
Invoice 3125	10/1/2016				
Cash Payment	E 101-42200-210 Operating Supplies (GE				\$14.39
Invoice 3125	10/1/2016				
Cash Payment	E 613-45125-211 Operating Supplies				\$78.13
Invoice 9988	10/1/2016				
Cash Payment	E 609-49750-210 Operating Supplies (GE				\$125.99
Invoice 1848	10/1/2016				
Cash Payment	E 609-49750-430 Miscellaneous (GENERA				\$43.44
Invoice 1630	10/1/2016				
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$136.88
Invoice 1712	10/1/2016				
Cash Payment	E 211-45500-220 Repair/Maint Supply (GE				\$40.49
Invoice 1140	10/1/2016				
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$441.12
Refer	68761	<i>COOK COUNTY LAW ENFORCEME</i>			
Cash Payment	E 101-42100-317 Contracted Services				\$11,666.67
Invoice 101-42100-317	10/18/2016				
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$11,666.67
Refer	68762	<i>SILENCE, BEN</i>			
Cash Payment	E 101-42200-330 Transportation/School				\$589.35
Invoice FIRE CHIEF CO	9/16/2016				
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$589.35
Refer	68763	<i>VOYAGEUR BREWING COMPANY</i>			
Cash Payment	E 609-49750-252 Beer For Resale				\$780.00
Invoice 16-40-03	10/4/2016				
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$780.00
Refer	68764	<i>SOUTHERN GLAZER S OF MN</i>			
Cash Payment	E 609-49750-333 Freight and Express				\$1.02
Invoice 1460457	10/5/2016				
Cash Payment	E 609-49750-251 Liquor For Resale				\$3,072.03
Invoice 1460458	10/5/2016				
Cash Payment	E 609-49750-333 Freight and Express				\$69.01
Invoice 1460458	10/5/2016				
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$3,142.06
Refer	68765	<i>VINOCOPIA</i>			
Cash Payment	E 609-49750-251 Liquor For Resale				\$1,519.50
Invoice 0162210-IN	9/29/2016				
Cash Payment	E 609-49750-333 Freight and Express				\$48.00
Invoice 0162210-IN	9/29/2016				
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$1,567.50
Refer	68766	<i>THE WINE COMPANY</i>			
Cash Payment	E 609-49750-251 Liquor For Resale				\$1,986.15
Invoice 15500	9/28/2016				
Cash Payment	E 609-49750-333 Freight and Express				\$95.00
Invoice 15500	9/28/2016				
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$2,081.15



CITY OF GRAND MARAIS

10/21/16 11:40 AM

Page 3

Payments

Current Period: October 2016

Refer 68767 THE AMERICAN BOTTLING COMP					
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa				\$121.45
Invoice	7379455212	10/3/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$121.45
Refer 68768 ARCTIC GLACIER INC.					
Cash Payment	E 609-49750-259 Other For Resale				\$79.20
Invoice	2047629100	10/17/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$79.20
Refer 68769 CRONEMILLER, PAUL					
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$415.75
Invoice	WINDOW BROK	8/9/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$415.75
Refer 68770 COOK COUNTY VISITORS BUREA					
Cash Payment	G 101-20802 Cook County Lodging Tax				\$47,653.80
Invoice	AUG 2016	10/13/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$47,653.80
Refer 68771 PHILLIPS WINE & SPIRITS					
Cash Payment	E 609-49750-251 Liquor For Resale				-\$64.00
Invoice	244371	8/18/2016			
Cash Payment	E 609-49750-333 Freight and Express				-\$2.51
Invoice	244371	8/18/2016			
Cash Payment	E 609-49750-251 Liquor For Resale				\$2,876.46
Invoice	2056687	10/12/2016			
Cash Payment	E 609-49750-333 Freight and Express				\$60.25
Invoice	2056687	10/12/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$2,870.20
Refer 68772 MN DNR ECO WATERS					
Cash Payment	E 613-45125-439 Licenses				\$337.77
Invoice	GUNFLINTHILLS	10/13/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$337.77
Refer 68773 DEX MEDIA EAST LLC					
Cash Payment	E 613-45125-321 Telephone				\$15.07
Invoice	110220315	10/1/2016			
Cash Payment	E 101-45100-340 Advertising				\$36.18
Invoice	110220314	10/1/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$51.25
Refer 68774 STEVE S SPORTS AND AUTO					
Cash Payment	E 613-45125-211 Operating Supplies				\$41.36
Invoice	260431	9/22/2016			
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$87.47
Invoice	259920	9/2/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$128.83
Refer 68775 NORTH SHORE WASTE					
Cash Payment	E 613-45125-384 Refuse/Garbage Disposa				\$78.39
Invoice	54648	9/30/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$78.39



CITY OF GRAND MARAIS

10/21/16 11:40 AM

Page 4

Payments

City of Grand Marais

Current Period: October 2016

<u>Refer 68776 COMMUNITY DESIGN GROUP</u>					
Cash Payment	E 101-41900-461 Community Vision- Com				\$1,352.20
Invoice	DL-003	10/11/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$1,352.20
<u>Refer 68777 TWIN PORTS PAPER & SUPPLY IN</u>					
Cash Payment	E 609-49750-210 Operating Supplies (GE				\$109.85
Invoice	308798	10/11/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$109.85
<u>Refer 68778 COOK COUNTY NEWS HERALD</u>					
Cash Payment	E 609-49750-340 Advertising				\$120.00
Invoice	SPET. 2016	9/30/2016			
Cash Payment	E 101-45100-250 Merchandise Resale (GE				\$35.75
Invoice	SPET. 2016	9/30/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$155.75
<u>Refer 68779 LEAGUE OF MINNESOTA CITIES</u>					
Cash Payment	E 101-41400-436 Membership Dues				\$1,570.00
Invoice	238562	10/18/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$1,570.00
<u>Refer 68780 HANSON, CHRISTINE</u>					
Cash Payment	E 101-41400-200 Office Supplies (GENER				\$15.54
Invoice	COFFEE	10/14/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$15.54
<u>Refer 68781 TOSHIBA BUSINESS SOLUTIONS</u>					
Cash Payment	E 101-41400-200 Office Supplies (GENER				\$44.47
Invoice	13140307	10/6/2016			
Transaction Date	10/18/2016	MAIN CHECKING G	10100	Total	\$44.47
<u>Refer 68785 CENTURYLINK</u>					
Cash Payment	E 101-42200-321 Telephone				\$33.43
Invoice	2183879092 336	10/1/2016			
Cash Payment	E 101-43100-321 Telephone				\$81.45
Invoice	2183873125 740	10/1/2016			
Transaction Date	10/19/2016	MAIN CHECKING G	10100	Total	\$114.88
<u>Refer 68786 BELL RECREATIONAL PROD. GRO</u>					
Cash Payment	E 101-45100-250 Merchandise Resale (GE				\$387.95
Invoice	970179	10/1/2016			
Transaction Date	10/19/2016	MAIN CHECKING G	10100	Total	\$387.95
<u>Refer 68788 GS MEDIA & EVENTS</u>					
Cash Payment	E 101-45100-340 Advertising				\$641.25
Invoice	5453157705	10/13/2016			
Transaction Date	10/19/2016	MAIN CHECKING G	10100	Total	\$641.25
<u>Refer 68789 CARLSON REFRIGERATION</u>					
Cash Payment	E 101-45100-250 Merchandise Resale (GE				\$260.80
Invoice	SEPT 2016	9/30/2016			
Transaction Date	10/19/2016	MAIN CHECKING G	10100	Total	\$260.80
<u>Refer 68790 SAWTOOTH LUMBER</u>					



CITY OF GRAND MARAIS

10/21/16 11:40 AM

Page 5

Payments

City of Grand Marais

Current Period: October 2016

Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$15.36
Invoice 3280	9/30/2016				
Transaction Date	10/19/2016	MAIN CHECKING G	10100	Total	\$15.36
Refer	68791 <u>QUILL CORPORATION</u>				
Cash Payment	E 101-45100-200 Office Supplies (GENER				\$100.45
Invoice 9587881	9/29/2016				
Transaction Date	10/19/2016	MAIN CHECKING G	10100	Total	\$100.45
Refer	68798 <u>ARROWHEAD LIBRARY SYSTEM</u>				
Cash Payment	E 211-45500-200 Office Supplies (GENER				\$36.40
Invoice 00013946	9/30/2016				
Transaction Date	10/20/2016	MAIN CHECKING G	10100	Total	\$36.40
Refer	68799 <u>AMERIPRIDE LINEN AND APPARE</u>				
Cash Payment	E 211-45500-310 Service Agreements				\$50.91
Invoice 3500974042	10/10/2016				
Transaction Date	10/20/2016	MAIN CHECKING G	10100	Total	\$50.91
Refer	68800 <u>ARROWHEAD COOPERATIVE</u>				
Cash Payment	E 211-45500-321 Telephone				\$207.29
Invoice 2199	10/1/2016				
Transaction Date	10/20/2016	MAIN CHECKING G	10100	Total	\$207.29
Refer	68801 <u>CENTER POINT LARGE PRINT</u>				
Cash Payment	E 211-45500-435 Books, Periodicals				\$7.00
Invoice 1420981	10/1/2016				
Transaction Date	10/20/2016	MAIN CHECKING G	10100	Total	\$7.00
Refer	68802 <u>TEI LANDMARK AUDIO</u>				
Cash Payment	E 211-45500-435 Books, Periodicals				\$223.50
Invoice 11847774	10/11/2016				
Transaction Date	10/20/2016	MAIN CHECKING G	10100	Total	\$223.50
Refer	68803 <u>BOREAL COMMUNITY MEDIA</u>				
Cash Payment	E 101-45100-210 Operating Supplies (GE				\$86.70
Invoice 2016-02458	8/15/2016				
Transaction Date	10/20/2016	MAIN CHECKING G	10100	Total	\$86.70
Refer	68805 <u>STUDIO NORTH GRAPHICS</u>				
Cash Payment	E 101-41900-459 Art Round Town				\$390.00
Invoice BANNERS	10/14/2016				
Transaction Date	10/20/2016	MAIN CHECKING G	10100	Total	\$390.00
Refer	68806 <u>BAKER & TAYLOR</u>				
Cash Payment	E 211-45500-435 Books, Periodicals				\$264.38
Invoice 2032365979	10/10/2016				
Cash Payment	E 211-45500-435 Books, Periodicals				\$885.66
Invoice 2032337871	9/29/2016				
Transaction Date	10/20/2016	MAIN CHECKING G	10100	Total	\$1,150.04
Refer	68811 <u>FLAHERTY & HOOD, P.A.</u>				
Cash Payment	E 101-41610-304 Attorney(Civil)				\$1,740.00
Invoice 9379	10/3/2016				
Transaction Date	10/21/2016	MAIN CHECKING G	10100	Total	\$1,740.00



City of Grand Marais

CITY OF GRAND MARAIS

Payments

10/21/16 11:40 AM

Page 6

Current Period: October 2016

Refer 68812 COMO OIL & PROPANE

Cash Payment E 101-43100-220 Repair/Maint Supply (GE) \$27.16

Invoice I001275 10/10/2016

Transaction Date 10/21/2016 MAIN CHECKING G 10100 Total \$27.16

Refer 68813 HAWKINS, INC.

Cash Payment E 101-43100-419 Snow/Ice Removal \$223.32

Invoice 3963411 RI 10/6/2016

Transaction Date 10/21/2016 MAIN CHECKING G 10100 Total \$223.32

Refer 68814 JESSE DERSCHEID PROPRIETOR

Cash Payment E 101-45100-220 Repair/Maint Supply (GE) \$262.50

Invoice 265638 10/20/2016

Transaction Date 10/21/2016 MAIN CHECKING G 10100 Total \$262.50

Fund Summary

10100 MAIN CHECKING GMSB

101 GENERAL FUND	\$76,513.34
211 LIBRARY	\$1,715.63
215 LIBRARY RESTRICTED FUND	\$260.30
609 MUNICIPAL LIQUOR FUND	\$11,040.84
613 GOLF COURSE	\$754.40
	<hr/>
	\$90,284.51

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$90,284.51
Total	<hr/>
	\$90,284.51

City of Grand Marais

MEMO

TO: Mayor Arrowsmith Decoux
City Council
FROM: Michael J Roth, City Administrator
DATE: October 21, 2016
SUBJECT: EDA Assisted Living Development

The EDA has been working on assisted living as one of their priority projects. Recently they requested proposals from developers to construct a facility in town. Attached is an excerpt from the proposal that they received from Spectrum. The EDA will be reviewing potential sites for the facility next Thursday and Friday. Also attached is a map of general locations being evaluated, including some properties owned by the City. There is no need for Council action at this time unless there is some feedback on the possible locations.

Master Planning Approach

Spectrum Health, Carefree Living – Grand Marais, MN Assisted Living - Memory Care – Enhanced Care - +/- 38 Units (TBD)

The proposed development in Grand Marais, MN will be designed to create a senior facility where residents can truly stay “at home” in Grand Marais. The City of Grand Marais and Cook County, with its hospital, clinic and nursing home other quality healthcare options is a regional hub for healthcare services in the area.

This new development will improve accessibility; increase partnerships while providing additional quality housing options for an aging population and help solidify the City and County’s position as a leader in the healthcare arena.

Both the **Cook County North Shore Hospital & Care Center Market Study and Care Center Bed Need Assessment**, completed in 2010, and more recently the **Cook County Grand Marais Economic Development Authority Assisted Living and Elder Services Market Study Report**, completed in 2016, indicate an unmet demand for assisted living and memory care services in the community of Grand Marais.

The recent comprehensive study put the unmet demand for market rate assisted living at 16-20 beds with another 6-8 waiver for a total unmet demand of 24-28 assisted living beds with an additional demand for 8-12 memory care units. This total 32-40 bed unmet demand coincides with our knowledge of the market area.

Our Carefree Living Community in Silver Bay has and is serving many former Grand Marais residents and currently has several more on its waiting list. Nationally, 10,000 baby boomers currently reach the age of 65 every day and this number is predicted to grow. Residents are exiting the community of Grand Marais in search of needed services. These residents then no longer utilize the services of the clinic, nursing home or hospital and are typically heavy users of each.

According to DEED demand figures, prior to 2030, without the presence of additional options, more residents will be forced to leave the community for lack of services. This new facility will allow choices for seniors and others in need of such services by serving those with means and also those lacking sufficient resources while helping fill both current and future demand models. The proposed facility will also compliment services already in the area; more specifically, the clinic, hospital and nursing home as residents utilize these additional health care services and the dollars spent remain in the community.

Alternatively, the lack of same could have a negative impact on the City of Grand Marais and the surrounding area. Residents that were born and raised in Grand Marais or decided to retire in this beautiful location want to stay and enjoy their days in the same community where they grew up and/or call home and which in many cases their loved ones still remain. This development improves both the quality of life for the residents and their loved ones alike as it diminishes the likelihood of the need to travel to make these all important visits to maintain family connections.

The final "right sizing" of the property will be done through the existing information mentioned in the market studies, our knowledge of the market area and additional due diligence to be performed upon entering into a development agreement. Of importance to our mission of being both the provider and employer of choice in all markets we enter is the need for employees with a strong work ethic. Spectrum understands that certain housing needs are being addressed by the City and EDA with projects in the development stages. This is a key factor to getting employees as we realize the work ethic is already there. We also hope to draw people back to the community who may have left as we have in nearly all the other areas we serve.

Our management and staffing structure typically consist of two RN's, one LPN, one dietary manager and staff, a life enrichment coordinator, administrative assistant and resident assistants of which the number of is determined by the number of residents plus acuity. A facility such as this (if we were to build to the maximum size as indicated in the report) when full, would employ approximately 30 FTE's.

→ The assisted living and memory care development will have a construction budget of approximately \$5.5 million. The annual operating budget of approximately \$1,000,000 will provide a steady stream of new money into the community and the facility will provide another source of property taxes to the County/City.

Our planning and development process has been somewhat underway since we first met with key stakeholders in 2011. Our normal planning and development process consists of entering into a development agreement, site selection, due diligence on right-sizing the size of the building, design work, selection of a general contractor, finalizing building pricing, followed by construction.

Our normal timeframes from the execution of a development agreement to finalizing building pricing is approximately 90 days. The construction timeframe from groundbreaking to opening is seven months. We prefer to break ground after road restrictions are lifted in the spring to avoid winter conditions to the extent possible.

Past practice has been to break ground in early June and open in January. While we will hire a general contractor manage the overall construction, we insist that the general contractor utilize local subcontractors to the extent possible while paying prevailing wage. We have utilized both Krause Anderson and Ryan Construction on our last seven projects. Both Minnesota companies, they are recognized throughout the industry as being among the top five builders in the State.

Our expectations of the EDA, Cook County and the City of Grand Marais are pretty simple. For this project to be viable, we are requesting 3-5 acres of land to place our building while allowing enough room for a horizontal geothermal field and parking. We also ask that the City and/or EDA cooperate with Spectrum on securing an infrastructure grant through the IRRRB to help cover costs for utility extensions and earthwork. The process is very simple and straightforward and we have been successful in receiving infrastructure grants in seven out of our last seven projects. That is the extent of our request from the stakeholders.

Spectrum accepts medical assistance in all its facilities in order to serve low income residents and will do so in Grand Marais as well.

As part of its business plan, the facility will make use of all available technologies to make this a residence truly state of the art. In addition, renewable energy in the way of a geothermal heating and cooling system is planned to be used as we have done with our Babbitt, Orr, Aurora and Virginia projects.

Spectrum Health has demonstrated with the Carefree Living Ely, Carefree Living Cook, Carefree Living Silver Bay, Carefree Living Babbitt, Carefree Living Orr, Carefree Living Aurora and Carefree Living Virginia projects that we have the ability to move quickly from development to construction stage.

With the timeframe outlined in the RFP, should Spectrum be selected as the developer, we would begin our due diligence immediately after the signing of a development agreement. This includes site selection, cost estimates for dirt work, soil testing, surveys (both environmental and site) and a draft building site layout. Once we have a site and building design, we can then go out for bids. Should the award be made by the end of October and we promptly (within 45 days) execute a simple development agreement, this work would take us to the end of March. During that time, financing would be put in place, the plans fine-tuned; building permits obtained and construction would begin after road restrictions are off in 2017.

City of Grand Marais

MEMO

TO: Mayor Arrowsmith Decoux
City Council
FROM: Michael J Roth, City Administrator
DATE: October 21, 2016
SUBJECT: Construction Manager for Public Works Facility

Time is set aside on your meeting agenda to discuss the interviews and potentially select a construction manager firm for the public works facility.

CityHall

From: Todd Smith [todd.smith@co.cook.mn.us]
Sent: Monday, October 10, 2016 3:48 PM
To: cityhall@boreal.org
Subject: Local Board of Appeal & Equalization

Mike, this link is what I wanted to talk to you about. The city of GM holding their own LBAE meeting in the spring. The Assessor's office holds an open book week for appeals, but I've found that local boards have a better appeal to the public when the meetings are held and presided over by the city council.

Let me know your thoughts and we can discuss the options.

Thanks

Todd

http://www.revenue.state.mn.us/local_gov/prop_tax_admin/Pages/lbaetraining.aspx

MINNESOTA · REVENUE

Property Tax Administrators

Last Updated: 9/30/2016

Board of Appeal and Equalization

Why do board members need to be trained?

Under state law, each Board of Appeal and Equalization meeting must include a voting member who has completed a Department of Revenue training course within the last four years. Each board must also certify by February 1 that the board has a trained member.

Requirement	If LBAE does not meet requirement	If CBAE does not meet requirement
Certify trained member by February 1	The board's powers are transferred to the county for the current assessment year	The boards's powers are transferred to a special board for the current assessment year
Trained member not present at the board of appeal meeting	Meeting is turned over to the county and becomes an open book meeting. The board's powers are transferred for the following assessment year as well.	Meeting is adjourned immediately and all taxpayers who would have appealed can appeal to the Commissioner of Revenue before August 1. A fee of \$500 per tax parcel that is appealed will be assessed to the county

How do I take the training?

You can take the Board of Appeal and Equalization training online using the link below.

[Take the Board of Appeal and Equalization Online Training](#)

Where can I check to see who is trained?

To help you comply with this requirement, listings of all LBAE and CBAE members who have taken the training in the last four years are posted below. We will update the certification lists at the end of each month. Feel free to use the filter and sort functions to find the information you need.

[Local Board Trained Member Roster](#) (updated September 30, 2016)

[County Board Trained Member Roster](#) (updated September 30, 2016)

What do I need to do to provide proof of certification?

All local boards of appeal and equalization and county boards of appeal and equalization **must complete this form by February 1**. Please print and complete the form. Local boards must submit to the county assessor and county boards must submit to the Commissioner of Revenue.

 [LBAE Trained Member Certification](#)

 [CBAE Trained Member Certification](#)

Questions?

Please email proptax.bae@state.mn.us or call 651-556-6104

GRAND MARAIS PUBLIC LIBRARY BOARD MINUTES

Monday September 26th, 2016

Call to order

Vice Chair Sally Berg called the meeting of the Grand Marais Library Board to order at 5:32 PM at the Grand Marais Public Library.

Attendance

Members Present: Sally Berg, Hillary Freeman, Helen Muth, Jan Sivertson, Jay Arrowsmith-DeCoux and Director, Steve Harsin

Members Absent: Audrey Stattelman

Visitors

The Library Friends were represented by Mary Beams

Consent Agenda

The Consent Agenda included: the Minutes from the August 22nd meeting and the bills submitted to the city council for payment. The meeting's agenda was amended to reflect that the board would not review the contents of their handbooks until the chair returned next month. September's meeting minutes were corrected to say that the upcoming board meeting was scheduled for August 22nd instead of the 26th. A motion and a second were made by Sivertson and Moody to approve the consent agenda including the amendments listed above. The motion passed.

Director's Report

New Library I Position: There have already been five applicants for the posted position that's only been out for a week.

Technology Update: Two new iMacs, two new iPads and five new Windows machines have been added to the library's fleet of electronic devices. Additionally, the library purchased wireless barcode readers to improve the library's capability to track inventory, particularly at remote locations such as the Violence Prevention Center, for example. The Director's printer broke this month and has been replaced.

Gutter and Entrance Repair: Gutter work and side entrance complete. Staff is grateful.

Upcoming Events:

Last week of September: Banned Books Week

Sept 27 – Tuesday morning story times at 10:30 (go until Thanksgiving)

Sept 28 – Sign Language workshops begin, and continue 4 weeks on Wednesday evenings 6PM

Sept 29-30 MLA Conference Duluth

Oct 13 – Stories Sing! (Opera for kids) 1:00

Community Read is underway, Road Back to Sweetgrass, with several activities scheduled the first weekend in November.

November is National Write a Novel Month

Committee Reports

•Financial Committee: Steve, Jay, Hillary, & Audrey - Nothing to report.

•Policy Committee: Steve, Audrey, Sally, & Brienne – Nothing to report.

•Legacy Art Project Committee: Steve, Jay, Sally, Helen– Poetry Walk: Steve Harsin reported that the rubber stamps had been ordered and that they were due in house on September 27th. The date for the dedication needs to be changed. October 31st is the tentative date, which will be confirmed at the October meeting.

•Personnel Committee: Audrey, Sally, & Jan - Nothing to report.

•Film Night Committee: Hillary and Helen – The committee met and generated a list for new films they're scheduled to meet again October 19th. It will start the first Friday in January from 6-8. There will be ten total.

•Art Committee: Sally, Brienne and Jan - Met today, September 26th. The committee defined goals for choosing art for the library, brainstormed some guiding principles for collecting art and prioritized different areas of the library for the installation of the art.

Library Friends Liaison Report: Mary Beams reported that the Library Friends had not met since the last meeting of the Grand Marais Library Board.

New Business:

- Art Committee: Art committee met and is drawing up a document that can serve as a guide for how to proceed to prepare for the strategic planning session next spring.
- Trustee Continuing Education: The board postponed viewing a “Short Takes for Trustees” film regarding Succession Planning.
- Board Succession Planning: The board will be getting a new representative from each the city and county January. There was a discussion about recruitment and what kinds of qualities the board would like to see in new board appointees. It was agreed that everyone would complete the Library Board Self Evaluation (page 15 on of the “Library Board’s Practical Guide to Board Self Evaluation from the August Short Takes session and bring

Upcoming Meeting Schedule

Updated October 21, 2016

OCTOBER

Date/Time	Meeting	Location
Tuesday, October 25, 1:00 p.m.	Construction Mgr Interview	Council Chambers
Wednesday, October 26, 6:30 p.m.	City Council Meeting	Council Chambers

NOVEMBER

Date/Time	Meeting	Location
Wednesday, November 9, 6:30 p.m.	City Council Meeting	Council Chambers
Wednesday, November 30, 6:30 p.m.	City Council Meeting	Council Chambers