

AGENDA
CITY COUNCIL MEETING
October 30, 2013
4:30 P.M.

A. 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. Approve Consent Agenda

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

E. Zipline Grant Disbursing Agreement

F. City Hall Rents

G. Discussion of strategy for upcoming labor negotiation with AFSCME. This portion of the meeting will be closed pursuant to Minnesota Statutes, Section 13D.03.

H. Other items as necessary

I. Council & Staff Reports

J. Attached correspondence:

1. Other Meeting Minutes
2. Upcoming Meeting Schedule

K. Adjourn

*CITY OF GRAND MARAIS
MINUTES
October 9, 2013*

Mayor Carlson called the meeting to order at 4:30 p.m.

Members present: Larry Carlson, Jan Sivertson, Tim Kennedy, Bob Spry and Bill Lenz
Members absent: None
Staff present: Mike Roth, Kim Dunsmoor and Chris Hood

Mayor Carlson invited the public to speak during a period of open forum. Open Forum is limited to one half-hour. No person may speak more than 5 minutes or more than once. No one spoke.

Motion by Kennedy, seconded by Lenz to approve the Agenda; September 25, 2013, Minutes; and Payment of Bills. Approved unanimously.

The Christmas Parade will be held Friday, November 29, 2013, at 5:00 pm.

Pearl and Herman Muus are requesting a variance to construct a second story addition 8' from the side yard lot line, 2' within the required 10' setback, and 10' from the front lot line, 15' within the required 25' setback. This addition would be located within the existing building footprint. The property is described as Lots 14-16, excepting the west 8', Block 9, Bramer Addition – 901 W 1st Street. This property has a single family home and an attached garage. It is located in a neighborhood of single family homes zoned R-1. The existing house is located within the required setback and was built prior to the adoption of the zoning ordinance. A public hearing was held October 2, 2013. No members of the public were present to comment. Two letters of support were received at City Hall prior to the hearing. The Planning Commission found that the expanded residential use will provide an attractive residential environment and protect residential property values, infill development is desired, the addition is located within the existing building footprint and will be reasonable in scale, the existing house was constructed within current setbacks prior to the adoption of the zoning ordinance and the addition fits with the residential and creative character of the neighborhood. The Planning Commission recommended approving the variance by a 3-0 vote.

Motion by Lenz, seconded by Spry to approve Resolution 2013-15 A Resolution of the City Council of the City of Grand Marais, Minnesota Approving the Request for a Variance for Herman and Pearl Muus. Approved unanimously.

Jan Sivertson is requesting a variance to construct a single family home addition 23.5' from the front lot line, 2.5' within the required setback. This home would be an addition to an existing structure. The property is described as Lots 8-10, Block 14, Harbor Addition – 401 W 1st Street. This corner lot has an existing single family home and detached garage. The lot is zoned R-1 and located in a neighborhood of single family homes and small scale resorts. Resort Commercial Neighborhood is the adjacent zoning to the west. Commercial-Residential Mixed Use is the adjacent zoning to the south. A public hearing was held October 2, 2013. No members of the public were present to comment. The Planning Commission found that this expanded residential use will provide an attractive residential environment and protect residential

property values, infill development is desired, high valued homes with views of Lake Superior are desired, the minimal request for setback encroachment would still place the structure further from the street than neighboring structures, the severe slope on the South side of the property provides an opportunity for desired views and the addition fits with the residential character of the neighborhood. The Planning Commission recommended approving the variance by a 3-0 vote.

Motion by Kennedy, seconded by Lenz to approve Resolution 2013-16 A Resolution of the City Council of the City of Grand Marais, Minnesota Approving the Request for a Variance for Jan Sivertson.

Ayes: Carlson, Kennedy, Spry and Lenz

Abstain: Jan Sivertson

The City of Grand Marais has been named a Bronze Bicycle Friendly Community by the League of American Bicyclists. For the past two years the Active Living Steering Committee has worked to promote its mission of “more people, more active, more often.” With support from the State Health Improvement Program, this committee and its partner organizations have offered bicyclist classes, held an annual bike rodeo, installed bike racks in downtown Grand Marais and coordinated the Move It in May program.

Councilor Lenz’ Report:

- 1) Revenues for the park and golf course are similar to 2011, but marina revenues are down.
- 2) The target closing date for the park is October 19: however, if the nice weather continues, it will stay open longer.
- 3) The bridge in the Community Connection has a roof now, but will have a metal roof when it is complete.

Councilor Spry’s Report:

- 1) The EDA is considering hiring a part-time administrator.
- 2) Construction is underway at Superior National Golf Course.

Councilor Sivertson’s Report:

- 1) The Library has received 99% of their interior furniture pieces.
- 2) The Library is creating goals for 2014.

There being no further business, the meeting adjourned at 4:46 p.m.



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Payments

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Current Period: October 2013

Batch Name	101813 CPAP Payments	User Dollar Amt	\$60,380.02	
		Computer Dollar Amt	\$60,380.02	
			\$0.00	In Balance
Refer	61190 DEPT OF THE TREASURY IRS	Ck# 002311E	10/18/2013	
Cash Payment	G 101-21703 FICA Tax Withholding			\$4,557.58
Invoice	21 CPYR 13 10/18/2013			
Cash Payment	G 101-21717 Medicare			\$1,071.30
Invoice	21 CPYR 13 10/18/2013			
Cash Payment	G 101-21701 Federal Withholding			\$3,268.76
Invoice	21 CPYR 13 10/18/2013			
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$8,897.64
Refer	61191 MN DEPT OF REVENUE-EFTPS	Ck# 002312E	10/18/2013	
Cash Payment	G 101-21702 State Withholding			\$1,624.09
Invoice	21 CPYR 13 10/18/2013			
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$1,624.09
Refer	61192 MII LIFE-FLEX	Ck# 002313E	10/18/2013	
Cash Payment	G 101-21713 Flex Plan Spending			\$60.68
Invoice	21 CPYR 13 10/18/2013			
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$60.68
Refer	61193 ING	Ck# 002314E	10/16/2013	
Cash Payment	G 101-21720 MN State Retirement DeferC			\$240.00
Invoice	21 CPYR 13 10/18/2013			
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$240.00
Refer	61194 PERA	Ck# 002315E	10/18/2013	
Cash Payment	G 101-21704 PERA			\$4,615.70
Invoice	493600 10/18/2013			
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$4,615.70
Refer	61195 AFSCME			
Cash Payment	G 101-21712 AFSME Union Dues			\$961.56
Invoice	OCT 2013 10/31/2013			
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$961.56
Refer	61196 MII LIFE - VEBA			
Cash Payment	G 101-21706 Health Insurance			\$633.37
Invoice	OCTOBER 2013 10/31/2013			
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$633.37
Refer	61197 COLLINS BROTHERS, LLC			
Cash Payment	E 609-49750-259 Other For Resale			\$327.91
Invoice	227200 10/8/2013			
Cash Payment	E 609-49750-333 Freight and Express			\$32.37
Invoice	227200 10/8/2013			
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$360.28
Refer	61198 CANNON RIVER WINERY			
Cash Payment	E 609-49750-251 Liquor For Resale			\$660.00
Invoice	5889 10/8/2013			
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$660.00



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Refer 61199 VINOCOPIA				
Cash Payment	E 609-49750-251 Liquor For Resale			\$292.25
Invoice	0085088-IN	10/10/2013		
Cash Payment	E 609-49750-333 Freight and Express			\$12.00
Invoice	0085088-IN	10/10/2013		
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$304.25
Refer 61200 ARCTIC GLACIER INC.				
Cash Payment	E 609-49750-259 Other For Resale			\$197.20
Invoice	27135	10/10/2013		
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$197.20
Refer 61201 JOHNSON BROTHER LIQUOR				
Cash Payment	E 609-49750-251 Liquor For Resale			\$4,567.80
Invoice	1688760	10/9/2013		
Cash Payment	E 609-49750-333 Freight and Express			\$251.88
Invoice	1688760	10/9/2013		
Cash Payment	E 609-49750-251 Liquor For Resale			\$9,716.27
Invoice	1688762	10/9/2013		
Cash Payment	E 609-49750-259 Other For Resale			\$37.25
Invoice	1688762	10/9/2013		
Cash Payment	E 609-49750-333 Freight and Express			\$290.44
Invoice	1688762	10/9/2013		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$7.77
Invoice	593768	9/27/2013		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$394.28
Invoice	593769	9/27/2013		
Cash Payment	E 609-49750-333 Freight and Express			-\$12.85
Invoice	593769	9/27/2013		
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$14,448.74
Refer 61202 PHILLIPS WINE & SPIRITS				
Cash Payment	E 609-49750-251 Liquor For Resale			\$5,324.93
Invoice	2498054	10/9/2013		
Cash Payment	E 609-49750-333 Freight and Express			\$173.29
Invoice	2498054	10/9/2013		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$8.00
Invoice	3513466	9/27/2013		
Cash Payment	E 609-49750-251 Liquor For Resale			-\$13.33
Invoice	3513467	9/27/2013		
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$5,476.89
Refer 61203 WINE MERCHANTS				
Cash Payment	E 609-49750-251 Liquor For Resale			\$1,552.00
Invoice	474597	10/19/2013		
Cash Payment	E 609-49750-333 Freight and Express			\$43.69
Invoice	474597	10/19/2013		
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total \$1,595.69
Refer 61204 COCA-COLA REFRESHMENTS				
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa			\$85.50
Invoice	0668025105	10/16/2013		



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Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total	\$85.50
Refer	61205 SUPERIOR BEVERAGES LLP				
Cash Payment	E 609-49750-252 Beer For Resale				\$4,429.65
Invoice	436522 10/9/2013				
Cash Payment	E 609-49750-259 Other For Resale				\$24.75
Invoice	436522 10/9/2013				
Cash Payment	E 609-49750-252 Beer For Resale				\$1,917.30
Invoice	436980 10/16/2013				
Cash Payment	E 609-49750-259 Other For Resale				\$24.75
Invoice	436980 10/16/2013				
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total	\$6,396.45
Refer	61206 ROHLFING INC.				
Cash Payment	E 609-49750-252 Beer For Resale				\$3,590.00
Invoice	386646 10/16/2013				
Cash Payment	E 609-49750-259 Other For Resale				\$80.50
Invoice	386646 10/16/2013				
Cash Payment	E 609-49750-252 Beer For Resale				\$4,411.30
Invoice	386338 10/9/2013				
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total	\$8,081.80
Refer	61207 SUPERIOR LUMBER & SPORTS				
Cash Payment	E 101-41940-210 Operating Supplies (GEN				\$13.88
Invoice	198972 9/18/2013				
Cash Payment	E 613-45125-211 Operating Supplies				\$36.02
Invoice	199021 9/19/2013				
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$9.51
Invoice	199284 9/25/2013				
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$11.41
Invoice	199269 9/25/2013				
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$25.44
Invoice	199074 9/20/2013				
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$16.60
Invoice	198995 9/18/2013				
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$19.10
Invoice	198985 9/18/2013				
Cash Payment	E 101-41940-220 Repair/Maint Supply (GE				\$17.09
Invoice	198906 9/17/2013				
Cash Payment	E 101-41940-240 Small Tools and Minor E				\$16.02
Invoice	198496 9/5/2013				
Cash Payment	E 101-43100-224 Street Maint Materials				\$50.77
Invoice	198531 9/6/2013				
Cash Payment	E 101-43100-224 Street Maint Materials				\$50.77
Invoice	198527 9/6/2013				
Cash Payment	E 101-43100-224 Street Maint Materials				\$6.94
Invoice	198529 9/6/2013				
Cash Payment	E 101-43100-224 Street Maint Materials				\$5.08
Invoice	198684 9/11/2013				
Cash Payment	E 101-43100-224 Street Maint Materials				\$20.84
Invoice	198389 9/3/2013				



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Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total	\$299.47
Refer	61208 CENTURLINK				
Cash Payment	E 101-43100-321 Telephone				\$47.30
Invoice	2183873125 10/1/2013				
Cash Payment	E 101-45100-321 Telephone				\$463.73
Invoice	2183871712 10/1/2013				
Cash Payment	E 211-45500-321 Telephone				\$202.63
Invoice	2183871140 10/1/2013				
Cash Payment	E 101-45124-321 Telephone				\$47.30
Invoice	2183871275 10/1/2013				
Cash Payment	E 101-41400-321 Telephone				\$339.04
Invoice	2183871848 10/1/2013				
Cash Payment	E 211-45500-321 Telephone				\$48.59
Invoice	2183872562 10/1/2013				
Cash Payment	E 101-42200-321 Telephone				\$31.51
Invoice	2183879092 10/1/2013				
Cash Payment	E 613-45125-321 Telephone				\$48.41
Invoice	2183879988 10/1/2013				
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total	\$1,228.51
Refer	61209 THE AMERICAN BOTTLING COMP				
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa				\$108.00
Invoice	2436718502 10/7/2013				
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total	\$108.00
Refer	61210 PAUSTIS & SONS				
Cash Payment	E 609-49750-251 Liquor For Resale				\$424.00
Invoice	8418643-IN 10/3/2013				
Cash Payment	E 609-49750-333 Freight and Express				\$32.80
Invoice	8418643-IN 10/3/2013				
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total	\$456.80
Refer	61211 WIRTZ BEVERAGE MINNESOTA				
Cash Payment	E 609-49750-251 Liquor For Resale				\$3,673.92
Invoice	1080096405 10/15/2013				
Cash Payment	E 609-49750-259 Other For Resale				\$51.02
Invoice	1080096405 10/15/2013				
Cash Payment	E 609-49750-333 Freight and Express				\$82.02
Invoice	1080096405 10/15/2013				
Cash Payment	E 609-49750-251 Liquor For Resale				-\$64.00
Invoice	2080018384 10/3/2013				
Cash Payment	E 609-49750-333 Freight and Express				-\$1.85
Invoice	2080018384 10/3/2013				
Cash Payment	E 609-49750-251 Liquor For Resale				-\$93.71
Invoice	2080018534 10/4/2013				
Transaction Date	10/16/2013	MAIN CHECKING G	10100	Total	\$3,647.40



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Fund Summary

	10100 MAIN CHECKING GMSB
101 GENERAL FUND	\$18,225.37
211 LIBRARY	\$251.22
609 MUNICIPAL LIQUOR FUND	\$41,819.00
613 GOLF COURSE	\$84.43
	<hr/>
	\$60,380.02

Pre-Written Checks	\$15,438.11
Checks to be Generated by the Computer	\$44,941.91
Total	<hr/>
	\$60,380.02



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Batch Name	10312013AP	User Dollar Amt	\$64,222.82
	Payments	Computer Dollar Amt	\$64,222.82
			\$0.00 In Balance

Refer 61168 ARROWHEAD ANIMAL RESCUE

Cash Payment E 101-42700-310 Service Agreements \$165.00

Invoice 2013 PD.FEES 10/15/2013

Cash Payment E 101-42700-310 Service Agreements \$375.00

Invoice 2012 PD.FEES 10/15/2013

Transaction Date	10/15/2013	MAIN CHECKING G	10100	Total	\$540.00
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Refer 61169 BUCK S HARDWARE HANK

Cash Payment E 609-49750-210 Operating Supplies (GE) \$29.58

Invoice SEPT. 2013 10/15/2013

Cash Payment E 211-45500-220 Repair/Maint Supply (GE) \$1.73

Invoice JUNE 2013 10/15/2013

Cash Payment E 211-45500-220 Repair/Maint Supply (GE) \$9.22

Invoice SEPT. 2013 10/15/2013

Cash Payment E 211-45500-220 Repair/Maint Supply (GE) \$14.55

Invoice SEPT. 2013 10/15/2013

Cash Payment E 101-41940-210 Operating Supplies (GE) \$4.84

Invoice SEPT. 2013 10/15/2013

Cash Payment E 101-41940-220 Repair/Maint Supply (GE) \$8.25

Invoice SEPT. 2013 10/15/2013

Cash Payment E 101-43100-220 Repair/Maint Supply (GE) \$14.55

Invoice SEPT. 2013 10/15/2013

Cash Payment E 613-45125-211 Operating Supplies \$67.24

Invoice SEPT. 2013 10/15/2013

Cash Payment E 101-45100-210 Operating Supplies (GE) \$100.00

Invoice SEPT. 2013 10/15/2013

Cash Payment E 101-45100-220 Repair/Maint Supply (GE) \$100.37

Invoice SEPT. 2013 10/15/2013

Cash Payment E 101-45184-220 Repair/Maint Supply (GE) \$4.36

Invoice SEPT. 2013 10/15/2013

Transaction Date	10/15/2013	MAIN CHECKING G	10100	Total	\$354.69
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Refer 61170 COOK COUNTY LAW ENFORCEME

Cash Payment E 101-42100-317 Contracted Services \$11,666.67

Invoice NOV. 2013 10/15/2013

Transaction Date	10/15/2013	MAIN CHECKING G	10100	Total	\$11,666.67
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Refer 61171 MMUA

Cash Payment E 101-41900-308 Safety Assistance Progr \$3,400.00

Invoice 41847 10/1/2013

Transaction Date	10/15/2013	MAIN CHECKING G	10100	Total	\$3,400.00
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Refer 61172 GRAINGER

Cash Payment E 101-43100-220 Repair/Maint Supply (GE) \$141.17

Invoice 9257550591 10/1/2013

Cash Payment E 101-41940-220 Repair/Maint Supply (GE) \$116.49

Invoice 9257550591 10/1/2013

Transaction Date	10/15/2013	MAIN CHECKING G	10100	Total	\$257.66
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Refer	61212	TOSHIBA BUSINESS SOLUTIONS, _			
Cash Payment	E 101-41400-210	Operating Supplies (GE)			\$24.08
Invoice	10399217	10/8/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$24.08
Refer	61213	PETTY CASH - LIBRARY			
Cash Payment	E 211-45500-322	Postage			\$33.04
Invoice	048488	9/30/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$33.04
Refer	61214	G&G SEPTIC			
Cash Payment	E 101-43100-418	Portable Toilet Rentals			\$48.25
Invoice	6742	9/30/2013			
Cash Payment	E 101-45100-418	Portable Toilet Rentals			\$380.91
Invoice	6741	9/30/2013			
Cash Payment	E 101-45184-418	Portable Toilet Rentals			\$126.97
Invoice	6741	9/30/2013			
Cash Payment	E 101-45189-418	Portable Toilet Rentals			\$1,676.02
Invoice	6741	9/30/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$2,232.15
Refer	61215	TWIN PORTS PAPER & SUPPLY IN			
Cash Payment	E 609-49750-210	Operating Supplies (GE)			\$97.00
Invoice	148489	10/15/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$97.00
Refer	61216	QUILL CORPORATION			
Cash Payment	E 211-45500-200	Office Supplies (GENER)			\$76.91
Invoice	6162453	8/26/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$76.91
Refer	61217	INGEBRIGTSEN, PATRICIA			
Cash Payment	E 211-45500-330	Transportation/School			\$27.45
Invoice	CLAS MEETING	10/9/2013			
Cash Payment	E 215-45500-430	Miscellaneous (GENERA			\$251.97
Invoice	KINDLE EBOOK	10/16/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$279.42
Refer	61218	CHAPPELL, LINDA			
Cash Payment	E 211-45500-330	Transportation/School			\$93.54
Invoice	MT. IRON	9/26/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$93.54
Refer	61219	NATIONAL REVIEW			
Cash Payment	E 211-45500-435	Books, Periodicals, AV			\$59.00
Invoice	SUB. RENEWAL	10/17/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$59.00
Refer	61220	BAKER & TAYLOR			
Cash Payment	E 211-45500-435	Books, Periodicals, AV			\$584.67
Invoice	2028579413	9/20/2013			
Cash Payment	E 211-45500-435	Books, Periodicals, AV			\$411.96
Invoice	2028567247	9/17/2013			



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Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$366.38
Invoice	2028605296	9/27/2013			
Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$232.29
Invoice	M26064510	10/14/2013			
Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$23.86
Invoice	M25281880	10/1/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$1,619.16
Refer	61221 DRURY LANE BOOKS				
Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$19.96
Invoice	00189536	10/14/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$19.96
Refer	61222 ARROWHEAD LIBRARY SYSTEM				
Cash Payment	E 211-45500-449 Automation				\$25.00
Invoice	00013208	9/30/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$25.00
Refer	61224 MCI MEGA PREFERRED				
Cash Payment	E 101-41400-321 Telephone				\$37.00
Invoice	08678993875	10/17/2013			
Cash Payment	E 211-45500-321 Telephone				\$3.35
Invoice	08678993875	10/17/2013			
Cash Payment	E 609-49750-321 Telephone				\$6.94
Invoice	08678993875	10/17/2013			
Cash Payment	E 613-45125-321 Telephone				\$12.86
Invoice	08678993875	10/17/2013			
Cash Payment	E 101-43100-321 Telephone				\$1.21
Invoice	08678993875	10/17/2013			
Transaction Date	10/17/2013	MAIN CHECKING G	10100	Total	\$61.36
Refer	61240 SOUTHERN WINE & SPIRITS OF M				
Cash Payment	E 609-49750-251 Liquor For Resale				\$1,733.49
Invoice	1088731	10/17/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$47.25
Invoice	1088731	10/17/2013			
Transaction Date	10/21/2013	MAIN CHECKING G	10100	Total	\$1,780.74
Refer	61241 PAUSTIS & SONS				
Cash Payment	E 609-49750-251 Liquor For Resale				\$203.00
Invoice	8420790-IN	10/17/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$20.50
Invoice	8420790-IN	10/17/2013			
Transaction Date	10/21/2013	MAIN CHECKING G	10100	Total	\$223.50
Refer	61242 BERNICKS				
Cash Payment	E 609-49750-252 Beer For Resale				\$3,559.48
Invoice	365108	10/10/2013			
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa				\$62.25
Invoice	365107	10/10/2013			
Cash Payment	E 609-49750-252 Beer For Resale				\$3,953.35
Invoice	366163	10/17/2013			



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Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa				\$32.55
Invoice	366162	10/17/2013			
Cash Payment	E 609-49750-252 Beer For Resale				-\$44.65
Invoice	280990	10/7/2013			
Transaction Date	10/21/2013	MAIN CHECKING G	10100	Total	\$7,562.98
Refer	61243 TAYLOR MADE				
Cash Payment	E 613-45125-254 Golf Supplies For Resale				\$84.80
Invoice	21284143	10/16/2013			
Transaction Date	10/21/2013	MAIN CHECKING G	10100	Total	\$84.80
Refer	61244 TESSMAN SEED COMPANY				
Cash Payment	E 613-45125-211 Operating Supplies				\$884.43
Invoice	S185133-IN	10/15/2013			
Transaction Date	10/21/2013	MAIN CHECKING G	10100	Total	\$884.43
Refer	61245 R & R PRODUCTS, INC.				
Cash Payment	E 613-45125-211 Operating Supplies				\$385.88
Invoice	CD1733126	10/15/2013			
Transaction Date	10/21/2013	MAIN CHECKING G	10100	Total	\$385.88
Refer	61246 EDWIN E. THORESON, INC.				
Cash Payment	E 613-45125-211 Operating Supplies				\$716.04
Invoice	21094	10/15/2013			
Transaction Date	10/21/2013	MAIN CHECKING G	10100	Total	\$716.04
Refer	61250 COMO OIL & PROPANE				
Cash Payment	E 101-45124-217 Heating Fuel				\$1,036.56
Invoice	534777	10/3/2013			
Cash Payment	E 101-45124-217 Heating Fuel				\$1,793.31
Invoice	534889	10/21/2013			
Transaction Date	10/23/2013	MAIN CHECKING G	10100	Total	\$2,829.87
Refer	61251 COOK COUNTY NEWS HERALD				
Cash Payment	E 101-45100-250 Merchandise Resale (GE				\$37.70
Invoice	VENDORPAPER	9/30/2013			
Transaction Date	10/23/2013	MAIN CHECKING G	10100	Total	\$37.70
Refer	61252 HAWKINS, INC.				
Cash Payment	E 101-45124-210 Operating Supplies (GE				\$130.53
Invoice	3521777RI	10/2/2013			
Cash Payment	E 101-45124-210 Operating Supplies (GE				\$66.26
Invoice	3522350RI	10/4/2013			
Transaction Date	10/23/2013	MAIN CHECKING G	10100	Total	\$196.79
Refer	61253 TIRE & AUTO LODGE				
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$432.41
Invoice	6790	10/15/2013			
Transaction Date	10/23/2013	MAIN CHECKING G	10100	Total	\$432.41
Refer	61254 TWIN PORTS PAPER & SUPPLY IN				
Cash Payment	E 101-45100-210 Operating Supplies (GE				\$300.25
Invoice	147663	10/8/2013			
Cash Payment	E 101-45124-210 Operating Supplies (GE				\$43.25
Invoice	147663	10/8/2013			



City of Grand Marais

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Payments

Current Period: October 2013

Transaction Date	10/23/2013	MAIN CHECKING G	10100	Total	\$343.50
Refer	61255 CLEARWATER RECREATION				
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE)				\$113.18
Invoice	80813 10/23/2013				
Transaction Date	10/23/2013	MAIN CHECKING G	10100	Total	\$113.18
Refer	61256 BOREAL ACCESS				
Cash Payment	E 101-45100-210 Operating Supplies (GE)				\$84.95
Invoice	131016-0207 10/16/2013				
Transaction Date	10/23/2013	MAIN CHECKING G	10100	Total	\$84.95
Refer	61257 US POSTMASTER				
Cash Payment	E 101-45100-322 Postage				\$414.00
Invoice	FOREVER - PAR 10/24/2013				
Transaction Date	10/24/2013	MAIN CHECKING G	10100	Total	\$414.00
Refer	61258 NORTHERN WILDS				
Cash Payment	E 613-45125-340 Advertising				\$140.66
Invoice	11742 10/21/2013				
Cash Payment	E 101-45100-340 Advertising				\$140.67
Invoice	11742 10/21/2013				
Cash Payment	E 101-45184-340 Advertising				\$140.67
Invoice	11742 10/21/2013				
Cash Payment	E 609-49750-340 Advertising				\$422.00
Invoice	11742 10/21/2013				
Transaction Date	10/24/2013	MAIN CHECKING G	10100	Total	\$844.00
Refer	61259 COOK COUNTY AUDITOR-TREASU				
Cash Payment	E 101-41610-306 Attorney (Criminal)				\$3,125.00
Invoice	4806 9/20/2013				
Transaction Date	10/25/2013	MAIN CHECKING G	10100	Total	\$3,125.00
Refer	61260 LHB ENGINEERS & ARCHITECTS				
Cash Payment	E 101-41942-302 Architects Fees				\$9,271.58
Invoice	120516.00-3 10/14/2013				
Transaction Date	10/25/2013	MAIN CHECKING G	10100	Total	\$9,271.58
Refer	61261 M-R SIGN CO., INC.				
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE)				\$1,061.17
Invoice	178904 10/15/2013				
Transaction Date	10/25/2013	MAIN CHECKING G	10100	Total	\$1,061.17
Refer	61262 NATIONAL GEOGRAPHIC SOCIET				
Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$119.95
Invoice	00071421168 10/5/2013				
Transaction Date	10/25/2013	MAIN CHECKING G	10100	Total	\$119.95
Refer	61263 BAKER & TAYLOR				
Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$366.38
Invoice	2028605296 9/27/2013				
Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$251.88
Invoice	2028642102 10/8/2013				
Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$554.27
Invoice	2028658637 10/14/2013				



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Payments

Current Period: October 2013

Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$27.62
Invoice	M25792220	10/8/2013			
Transaction Date	10/25/2013	MAIN CHECKING G	10100	Total	\$1,200.15
Refer	61264	<i>JOHNSON BROTHER LIQUOR</i>			
Cash Payment	E 609-49750-251 Liquor For Resale				\$4,929.99
Invoice	1698765	10/23/2013			
Cash Payment	E 609-49750-259 Other For Resale				\$103.90
Invoice	1698765	10/23/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$187.61
Invoice	1698765	10/23/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				\$1,166.00
Invoice	1698763	10/23/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$59.11
Invoice	1698763	10/23/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				\$41.98
Invoice	1698764	10/23/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$0.21
Invoice	1698762	10/23/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				-\$63.85
Invoice	595562	10/15/2013			
Cash Payment	E 609-49750-333 Freight and Express				-\$5.14
Invoice	595562	10/15/2013			
Cash Payment	E 609-49750-252 Beer For Resale				-\$2.50
Invoice	4827	9/27/2013			
Transaction Date	10/25/2013	MAIN CHECKING G	10100	Total	\$6,417.31
Refer	61265	<i>PHILLIPS WINE & SPIRITS</i>			
Cash Payment	E 609-49750-251 Liquor For Resale				\$4,427.66
Invoice	2504903	10/23/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$121.20
Invoice	2504903	10/23/2013			
Transaction Date	10/25/2013	MAIN CHECKING G	10100	Total	\$4,548.86
Refer	61266	<i>WINE MERCHANTS</i>			
Cash Payment	E 609-49750-251 Liquor For Resale				\$686.40
Invoice	476512	10/23/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$17.99
Invoice	476512	10/23/2013			
Transaction Date	10/25/2013	MAIN CHECKING G	10100	Total	\$704.39



CITY OF GRAND MARAIS
Payments

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City of Grand Marais

Current Period: October 2013

Fund Summary

	10100 MAIN CHECKING GMSB	
101 GENERAL FUND		\$36,582.63
211 LIBRARY		\$3,303.01
215 LIBRARY RESTRICTED FUND		\$251.97
609 MUNICIPAL LIQUOR FUND		\$21,793.30
613 GOLF COURSE		\$2,291.91
		<hr/>
		\$64,222.82

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$64,222.82
Total	<hr/>
	\$64,222.82

City of Grand Marais

MEMO

TO: Mayor Carlson
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: October 25, 2013
SUBJECT: Zipline Grant Disbursement Agreement

Summary

Attached for your consideration is a disbursement agreement for the State Taconite grant money the City received for the zipline project. The agreement provides for a third party, Cook County Abstract and Title, to hold the funds and disburse them directly to zipline contractors after they have met certain requirements.

Background

In the past legislative session the City was awarded \$191,552 in taconite tax money to help pay for improvements necessary for the zipline project. This money was a direct grant to the City, and was included in a bill that listed many direct grants of taconite money to Cities in the taconite area. Unlike a grant from IRRRB, there is no grant agreement that describes the requirements of the City or the zipline contractors.

City staff wanted some sort of documentation that described who would receive the money and what it would be used for prior to its distribution. After speaking with City Attorney Hood, we decided that Superior Ziplines attorney Baiers Heeren could prepare an agreement for us to use.

Disbursement Agreement

The attached agreement tasks Cook County Abstract and Title with holding the funds, and disbursing them directly to contractors. Prior to any disbursement, the City must approve a sworn construction statement, which the developer has provided, and is available for your review. Contracts must provide a sworn construction statement listing all contractor or subs that they have contracted, the amounts of such contracts, the amounts paid, request, and balance due. Contractors must also furnish waivers of liens for the payments requested. No funds will be disbursed directly to the developer.

Record Keeping

This agreement provides the necessary records for the City to document how the state grant money was used. I recommend you approve it pending any comment from the City Attorney.

DISBURSING AGREEMENT

THIS DISBURSING AGREEMENT (the "Agreement") is made as of the ___ day of _____, 2013 by and among West of Fourth Companies, LLC, a Minnesota limited liability company d/b/a Cook County Abstract & Title Company ("Title"), Superior Zip Lines, LLC, a Minnesota limited liability company (the "Developer") and The City of Grand Marais (the "City").

WHEREAS, City is disbursing funds in the amount of \$_____ (the "State Funds") received from the State of MN for the purpose of partially funding Developer's construction of a zip line in Grand Marais, MN (the "Project"); and

WHEREAS, the City and Developer desires that Title disburse the advances to be made by City and Title is willing to do so, on the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Deposits with Title. At the request of the Developer and upon the City's review and approval of Developer's Project cost statement City will deposit with Title from time to time undisbursed proceeds of the State Funds to pay for costs related to the Project.
2. Purpose of Disbursements. Subject to the terms and conditions of this Agreement, Title is authorized and directed to disburse the funds deposited under this Agreement to pay Project costs incurred in the development and construction of the zip line facility and to obtain releases and satisfactions of liens and other encumbrances, if any, pursuant to statements of amounts due which have been approved by the Developer and the City.
3. Conditions to First Disbursement. Prior to the first disbursement of funds under this Agreement, Title shall be furnished with the following:
 - 3.1. A certified sworn construction statement executed by the Developer disclosing the names of each contractor or subcontractor (to the extent known), the work and/or materials to be performed or provided by each subcontractor, any amounts paid to each subcontractor and the balance due to the subcontractor and setting forth the amounts to be disbursed from the proceeds of the State Funds for all items which constitute Project costs to be paid to contractors or material suppliers and an estimate of the disbursement dates for such items.
 - 3.2. An approval by the City of the statements described in Sections 4.1 and 4.2.

- 3.3. Copies of the construction contract, the subcontracts (to the extent executed) and any other construction document required by Title or the City, in its reasonable discretion.
4. Conditions of Each Disbursement. Prior to each disbursement of funds hereunder, Title shall be furnished:
 - 4.1. A sworn construction statement of the Developer setting forth all contractors or subcontractors with whom the Developer has contracted to date, the amounts of such contracts or subcontracts, the amounts paid to date, the amounts being requested and the balance due.
 - 4.2. The Request for Payment executed by the Developer in connection with the requested disbursement.
 - 4.3. Sufficient funds to cover the requested disbursements and to pay for extras or change orders for which waivers have not been deposited and for which funds have not previously been deposited.
 - 4.4. Sufficient funds to cover unpaid title and escrow charges.
 - 4.5. Mechanic's lien waivers, or releases of lien with respect to amounts disbursed pursuant to the immediately preceding request for payment satisfactory to Title.
 - 4.6. Approval of the City of the request for payment referred to in section 4.2 hereof.
5. Transfer of Funds to Title. Not later than five (5) business days following the receipt of the documents delivered pursuant to section 4, Title will notify the City (i) whether the delivered documents are satisfactory to it and (ii) whether it has received lien waivers from the contractor and all subcontractors who should have been paid by it from the proceeds of the disbursement made in response to the previous request for payment. If waivers are missing or if there is a deficiency in any lien waivers received from the contractor or a subcontractor, Title will promptly advise the City and the Developer of the missing lien waivers or the deficiency. If the missing lien waivers are furnished or if such deficiency is corrected to the satisfaction of the City, then the City will transmit to Title the amount of the disbursement applied for in the relevant request for payment or so much thereof as City approves (which approval will not unreasonably be withheld).
6. Payments by Title. Upon receiving the funds transmitted by City pursuant to Section 5 above, Title will pay the contractor or subcontractor the amounts shown therein or, if less, the amount approved by City. If for any reason any of such funds on deposit with Title are not disbursed by Title by the close of business on the fifth (5th) business day following receipt of funds, Title will remit such funds to City.

7. Books and Records of Title. Title will keep and maintain accurate books and records reflecting in sufficient detail, all disbursements made hereunder. City may examine such books and records and make copies thereof during normal business hours.
8. Direct Disbursement to Subcontractors. All disbursements for construction items may be made directly to Subcontractors in the discretion of Title.
9. Misstatements to Title. If Title discovers a misstatement in an affidavit furnished by the contractor, subcontractor or the Developer, it shall stop disbursement until the misstatement has been corrected to the satisfaction of the City and Title.
10. Liability of Title. The functions and duties of Title include only those described in this Agreement and Title is not obligated to act except in accordance with this Agreement. Title does not insure that the Improvements will be completed, that the Improvements will be constructed in accordance with the Plans and Specifications or that sufficient funds will be available for the completion of the Project. Title does not have any liability for loss caused by error in the certifications furnished to it. Title shall not be responsible for any loss of documents or funds while such documents are not in its custody. Documents or funds deposited in the United States mail shall not be deemed to be in the custody of Title until receipt by Title.
11. Miscellaneous. This Agreement shall be binding upon the parties hereto and their respective successors and assigns provided, however, that Title may not assign any of its duties hereunder without the prior written consent of the Lender. This Agreement can be amended or modified only by a writing signed by all parties. This Agreement shall be governed by the laws of the state of Minnesota.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day first written above.

WEST OF FOURTH COMPANIES, LLC DBA COOK COUNTY ABSTRACT & TITLE COMPANY.

By: _____
 Its: _____

SUPERIOR ZIP LINES, LLC

By: _____
 Its: President

THE CITY OF GRAND MARAIS

By: _____
Its:

City of Grand Marais

MEMO

TO: Mayor Carlson
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: October 25, 2013
SUBJECT: City Hall Rents

Background

In 2009, faced with a significant budget shortfall due mainly to decreases in state aid, we examined what all of the entities using space in City Hall were paying in rent. We increased the rents paid by the Liquor Fund and the Utility funds. Rent paid by GMATA was also proposed to increase from its current rate of \$1/month. We offered to GMATA that if they took on cleaning the adjacent public restrooms, then we would not ask for additional rent. This agreement made sense for GMATA at the time because of the proximity and availability of their staff. After the initial agreement for GMATA to clean the restrooms, they communicated to us that this was not feasible during the summer months, so instead they started contributing financially towards having our staff clean. Now they have let us know that they will not be able to continue the arrangement.

Public Restrooms

We have assigned a willing staff person the duty of cleaning the restroom over the winter months. During the summer, we already use park maintenance staff who clean the park restrooms to clean downtown as well. We have been charging GMATA, and now CCVB, \$13/hour for our staff time. This cost has gone up for us in the mean time.

Rents

The attached table lists the different uses of City Hall, their square footage, the annual cost of the building, the actual amount of rent paid on an annual basis, and a comparable market rate of \$1/foot/month (which is the amount we used in 2009 as a comparable, and it should be noted would not include utilities.)

CCVB

Since the bathroom cleaning arrangement is no longer a good option for the CCVB, we need to revisit their \$1/month rent payment, which includes utilities.

City Hall Rent Analysis

	Sq'	Cost	Market	Rent
City Hall	3,310			
Liquor Store	3,200	\$ 19,226.22	\$ 38,400.00	\$ 24,000.00
Visitor Center	700	\$ 4,205.74	\$ 8,400.00	\$ 12.00
Public Restrooms	400			
Attorney	375	\$ 2,253.07	\$ 4,500.00	\$ 3,000.00
EDA	700	\$ 4,205.74	\$ 8,400.00	\$ 3,000.00
Mech/Underused/Vacant	2,300			

Total Sq'

Total Rent

Total Bldg Cost

City Share

PUC Share

Cost/Foot

Visitor Center Additional Rent

2010	<input type="text" value="\$ 1,313.00"/>
2011	<input type="text" value="\$ 3,542.50"/>
2012	<input type="text" value="\$ 2,720.25"/>

City of Grand Marais

MEMO

TO: Mayor Carlson
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: October 25, 2013
SUBJECT: Union Negotiations

Our two year contract with AFSCME will expire at the end of the year. AFSCME has requested that we meet and negotiate with them. I recommend a closed session to discuss our strategy for the upcoming negotiation.

Upcoming Meeting Schedule

Updated October 25, 2013

OCTOBER

Date/Time	Meeting	Location
Wednesday, October 30, 4:30 p.m.	City Council Meeting	Council Chambers

NOVEMBER

Date/Time	Meeting	Location
Wednesday, November 13, 4:30 p.m.	City Council Meeting	Council Chambers
Wednesday, November 27, 4:30 p.m.	City Council Meeting	Council Chambers