

AGENDA
CITY COUNCIL MEETING
December 11, 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. District Heating Presentation, Mark Spurr, FVB (PUC will attend)

F. YMCA Update, Emily Marshall

G. Moving Matters Policy Making Discussion

H. Budget and Levy Public Meeting—6:00 p.m.

I. Other items as necessary

J. Council & Staff Reports

K. Attached correspondence:

1. Other Meeting Minutes
2. Upcoming Meeting Schedule

L. Adjourn

*CITY OF GRAND MARAIS
MINUTES
November 27, 2013*

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

Members present: Larry Carlson, Jan Sivertson, Tim Kennedy and Bob Spry

Members absent: Bill Lenz

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 Spry, seconded by Sivertson to approve the Agenda; November 13, 2013, Minutes; and Payment of Bills. Approved unanimously.

Heidi-Doo Kirk, County Commissioner/EDA Board Member, discussed the AEOA (Arrowhead Economic Opportunity Agency, Inc.) request for the EDA to donate two lots of the Cedar Grove Business Park for an affordable housing project. Specifically, AEOA would like Lots 2 & 3, Block 3 of Cedar Grove Business Park. The County Board supported the project: however, if the project does not receive funding in 2 legislative cycles, the land would revert to the EDA. AEOA needs proof that we are all in this project together. AEOA will get all the funding, own the property and hire a management company to run the affordable housing project. The proposed project will be designed to help meet the need for safe, decent, affordable rental units in the Grand Marais/Cook County Community, and will consist of at least 24 units of 1-3 bedroom townhome type development. The target population will be low/moderate income households. Rent will be at 50% of the HUD median rent as determined by Minnesota Housing Finance Agency in accordance with their tax credit maximums. Currently, that would be \$578 – 1 bedroom, \$695 – 2 bedroom, \$802 – 3 bedroom. The project would fill the gap between low-income housing and owning your own home. The buildings will be “green” and will contain high-efficiency mechanical systems. Property taxes will be paid to the county. Council concerns included the wetland delineation, waiving all fees for the project, zoning amendments, EDA amending covenants, conditional use permit application, bond and special assessment issues related to Cedar Grove Business Park. A document has been drafted by the City Attorney to address the bond payment and special assessment issues, but needs further discussions with the county. AEOA can wait until December 11th to receive an answer from the city council.

Motion by Kennedy, seconded by Sivertson to continue to pursue discussions with Cook County to create a permanent long-term bond payment commitment for the Cedar Grove Business Park Project. Approved unanimously.

Motion by Kennedy, seconded by Spry to approve Resolution 2013-18 Resolution for Intent of Providing Site Control for the Arrowhead Economic Opportunity Agency (AEOA) Development of Approximately 24 Rental Units in Lots 2-3, Block 3 of Cedar

Grove Business Park for the Purpose of Creating Affordable Rental Options for Low/Moderate Income Households in Cook County.

Ayes: Spry, Sivertson, Kennedy

Nay: Carlson (Council concerns listed above)

Ben Silence, Grand Marais Fire Chief, would like to hire 5 firefighters. We have 3 firefighters who have stated their intent to retire within the next year. We currently have 17 firefighters and 3 fire support/first responders. This is the lowest level of firefighters in many years. All departments in the state are struggling to find volunteer firefighters. We have 3 applications for volunteer firefighters. One has been trained firefighter 1, one has first responder training, and one is an EMT. We would like to have these new people on board to take firefighter 1 & 2 training this winter.

Motion by Carlson, seconded by Spry to hire Kyle Monson, Rob Wells, and Cory Belt as volunteer firefighters and approve seeking two more firefighters. Approved unanimously.

The fire department was awarded another grant for a portable pump, hose, and fittings. The fire department is well equipped now.

Councilor Kennedy's Report:

- 1) District Heating has had a lot of activity. The PUC approved the customer contract used for getting commitments to make sure there will be enough demand. District Heating will be meeting with potential customers, loggers, and the mill. The district heating plant needs to be designed around a specific type of fuel. They are also seeking funding for Rural Development Loan Funds. A public meeting is scheduled for December 12th.

City Administrator Roth's Report:

- 1) Roth met with the Governor's office, CCLEP and DNR regarding the city's request for \$4.5 million in the bonding bill for the District Heating project. The timing for the bonding bill is May: we will have a lot more detailed information by then.
- 2) Met with LHB to talk about the facilities functionality and site layout. There is a challenge with the slope and wetlands. We are not sure it meets the functionality or budget. We asked LHB to prepare a detailed budget.

The last meeting in December is scheduled for December 18th.

There being no further business, the meeting adjourned at 5:30 p.m.



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Payments

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Current Period: December 2013

Batch Name	12122013AP	User Dollar Amt	\$122,170.05		
	Payments	Computer Dollar Amt	\$122,170.05		
				\$0.00	In Balance
Refer	61477	GENE S FOODS	-		
Cash Payment	E 101-41400-210	Operating Supplies (GE)	\$32.22		
Invoice	00167039	8/30/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$32.22
Refer	61478	HANSON, CHRISTINE	-		
Cash Payment	E 101-41400-210	Operating Supplies (GE)	\$42.24		
Invoice	COFFEE	11/30/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$42.24
Refer	61479	FLEET ONE LLC	-		
Cash Payment	E 101-43100-212	Motor Fuels	\$184.08		
Invoice	4452910027	11/30/2013			
Cash Payment	E 613-45125-212	Motor Fuels	\$60.21		
Invoice	4453130027	11/30/2013			
Cash Payment	E 101-45100-212	Motor Fuels	\$91.51		
Invoice	4452890027	11/30/2013			
Cash Payment	E 101-42200-212	Motor Fuels	\$160.18		
Invoice	4453160027	11/30/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$495.98
Refer	61480	BUCK S RADIO SHACK	-		
Cash Payment	E 101-41400-200	Office Supplies (GENER)	\$32.35		
Invoice	10154399	11/6/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$32.35
Refer	61481	GRAND MARAIS AUTO PARTS, INC	-		
Cash Payment	E 101-43100-220	Repair/Maint Supply (GE)	\$110.32		
Invoice	639341	11/19/2013			
Cash Payment	E 613-45125-211	Operating Supplies	\$174.05		
Invoice	639341	11/19/2013			
Cash Payment	E 101-45100-220	Repair/Maint Supply (GE)	\$161.83		
Invoice	639462	11/21/2013			
Cash Payment	E 101-42200-220	Repair/Maint Supply (GE)	\$14.92		
Invoice	639710	11/26/2013			
Cash Payment	E 101-42200-220	Repair/Maint Supply (GE)	\$5.65		
Invoice	639599	11/23/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$466.77
Refer	61482	STEVE S SPORTS AND AUTO	-		
Cash Payment	E 613-45125-211	Operating Supplies	\$27.71		
Invoice	231962	9/24/2013			
Cash Payment	E 613-45125-211	Operating Supplies	\$22.63		
Invoice	233423	11/25/2013			
Cash Payment	E 101-42200-210	Operating Supplies (GE)	\$49.32		
Invoice	233154	11/12/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$99.66
Refer	61483	TURFWERKS	-		



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Cash Payment	E 613-45125-221 Equipment Parts/Bulling				\$1,556.33
Invoice	TWO5271	11/18/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$1,556.33
Refer	61484 MN DEPT OF REVENUE-EFTPS		Ck# 002373E 12/4/2013		
Cash Payment	G 101-20800 Taxes Due (State MN)				\$40.00
Invoice	41-6005197	12/3/2013			
Cash Payment	G 609-20800 Taxes Due (State MN)				\$12,144.00
Invoice	41-6005197	12/3/2013			
Cash Payment	G 101-20800 Taxes Due (State MN)				\$165.00
Invoice	41-6005197	12/3/2013			
Cash Payment	G 211-20800 Taxes Due (State MN)				\$27.00
Invoice	41-6005197	12/3/2013			
Cash Payment	G 101-21702 State Withholding				\$1,364.95
Invoice	25CPYR13	12/13/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$13,740.95
Refer	61485 COOK COUNTY AUDITOR-TREASU				
Cash Payment	G 101-20800 Taxes Due (State MN)				\$20.55
Invoice	LODGING TAX	12/4/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$20.55
Refer	61486 MINNESOTA LIFE				
Cash Payment	G 101-21716 MN Mutual Life				\$233.95
Invoice	0028722	11/22/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$233.95
Refer	61487 BERNICKS				
Cash Payment	E 609-49750-252 Beer For Resale				\$1,697.65
Invoice	371256	11/21/2013			
Cash Payment	E 609-49750-252 Beer For Resale				\$1,123.60
Invoice	372237	11/27/2013			
Cash Payment	E 609-49750-259 Other For Resale				\$31.00
Invoice	372237	11/27/2013			
Cash Payment	E 609-49750-259 Other For Resale				\$94.80
Invoice	372236	11/27/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$2,947.05
Refer	61488 NCPERS GROUP LIFE INS.				
Cash Payment	G 101-21710 NCPERS-Pera				\$16.00
Invoice	49361213	11/21/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$16.00
Refer	61489 THE AMERICAN BOTTLING COMP				
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa				\$104.00
Invoice	2436719187	11/25/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$104.00
Refer	61490 SUPERIOR BEVERAGES LLP				
Cash Payment	E 609-49750-252 Beer For Resale				\$1,307.25
Invoice	439197	11/20/2013			
Cash Payment	E 609-49750-259 Other For Resale				\$63.00
Invoice	439197	11/20/2013			



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Cash Payment	E 609-49750-252 Beer For Resale				\$4,071.25
Invoice	439595	11/26/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$5,441.50
Refer	61491	<i>BUSINESS FORMS & ACCOUNTIN</i>			
Cash Payment	E 101-41400-200 Office Supplies (GENER				\$180.62
Invoice	047987	11/30/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$180.62
Refer	61492	<i>ROHLFING INC.</i>			
Cash Payment	E 609-49750-252 Beer For Resale				\$3,026.90
Invoice	388024	11/20/2013			
Cash Payment	E 609-49750-259 Other For Resale				\$24.00
Invoice	388024	11/20/2013			
Cash Payment	E 609-49750-252 Beer For Resale				\$1,223.85
Invoice	388269	11/26/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$4,274.75
Refer	61493	<i>SOUTHERN WINE & SPIRTS OF M</i>			
Cash Payment	E 609-49750-251 Liquor For Resale				\$2,196.89
Invoice	1104353	11/25/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$40.00
Invoice	1104353	11/25/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				\$162.10
Invoice	1103009	11/21/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$4.00
Invoice	1103009	11/21/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				-\$72.00
Invoice	9020151	11/21/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				-\$16.00
Invoice	9021911	11/13/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				-\$152.02
Invoice	9022166	11/18/2013			
Cash Payment	E 609-49750-333 Freight and Express				-\$2.25
Invoice	1088731	10/22/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$2,160.72
Refer	61494	<i>WIRTZ BEVERAGE MINNESOTA</i>			
Cash Payment	E 609-49750-251 Liquor For Resale				\$6,495.26
Invoice	1080113810	11/26/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$122.72
Invoice	1080113810	11/26/2013			
Cash Payment	E 609-49750-259 Other For Resale				\$59.67
Invoice	1080113810	11/26/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				-\$82.94
Invoice	2080022819	11/13/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$6,594.71
Refer	61495	<i>GRAND MARAIS SUPERAMERICA</i>			
Cash Payment	E 101-42200-212 Motor Fuels				\$48.25
Invoice	524249	10/19/2013			
Cash Payment	E 101-42200-210 Operating Supplies (GE				\$33.42
Invoice	1849	12/1/2013			



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Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$81.67
Refer	61496	<i>COOK COUNTY VISITORS BUREA</i>			
Cash Payment	G 101-20802	Cook County Lodging Tax			\$42,257.13
Invoice	SEPT 2013 LOD	11/7/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$42,257.13
Refer	61497	<i>COMO OIL & PROPANE</i>			
Cash Payment	E 101-41940-217	Heating Fuel			\$949.89
Invoice	621290	11/15/2013			
Cash Payment	E 101-45124-217	Heating Fuel			\$2,106.42
Invoice	534148	11/20/2013			
Cash Payment	E 101-45124-217	Heating Fuel			\$1,077.19
Invoice	621408	11/27/2013			
Cash Payment	E 211-45500-217	Heating Fuel			\$454.10
Invoice	621334	11/20/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$4,587.60
Refer	61498	<i>G&K SERVICES</i>			
Cash Payment	E 101-41940-210	Operating Supplies (GE)			\$315.44
Invoice	1229753066	10/8/2013			
Cash Payment	E 211-45500-310	Service Agreements			\$114.95
Invoice	1229843454	12/3/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$430.39
Refer	61499	<i>THOMPSON PERFORMANCE</i>			
Cash Payment	E 101-43100-220	Repair/Maint Supply (GE)			\$3.47
Invoice	20263	10/17/2013			
Cash Payment	E 101-45100-220	Repair/Maint Supply (GE)			\$4.07
Invoice	20318	11/22/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$7.54
Refer	61500	<i>DISH NETWORK</i>			
Cash Payment	E 613-45125-310	Service Agreements			\$62.08
Invoice	82557070825987	12/4/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$62.08
Refer	61501	<i>SUPERIOR LUMBER & SPORTS</i>			
Cash Payment	E 613-45125-211	Operating Supplies			\$57.62
Invoice	201144	11/18/2013			
Cash Payment	E 101-45100-220	Repair/Maint Supply (GE)			\$553.12
Invoice	201725	11/25/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$610.74
Refer	61502	<i>NORTH SHORE WASTE</i>			
Cash Payment	E 613-45125-384	Refuse/Garbage Disposa			\$74.88
Invoice	7911	12/2/2013			
Transaction Date	12/4/2013	MAIN CHECKING G	10100	Total	\$74.88
Refer	61510	<i>HANSEN BOAT WORKS</i>			
Cash Payment	E 101-45184-220	Repair/Maint Supply (GE)			\$220.00
Invoice	279448	11/26/2013			
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$220.00
Refer	61511	<i>VANCO SERVICES</i>			
		CK# 002380E 12/5/2013			



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Cash Payment	E 101-45124-210 Operating Supplies (GE				\$5.00
Invoice	ES17882	12/2/2013			
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$5.00
Refer	61512	G&G SEPTIC			
Cash Payment	E 101-45100-418 Portable Toilet Rentals				\$126.97
Invoice	7056	12/2/2013			
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$126.97
Refer	61513	ISAK HANSEN INC.			
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$153.07
Invoice	417582	11/15/2013			
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$153.07
Refer	61514	XEROX CORPORATION			
Cash Payment	E 101-45100-200 Office Supplies (GENER				\$84.41
Invoice	071315841	12/1/2013			
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$84.41
Refer	61515	BELL INDUSTRIES			
Cash Payment	E 101-45184-220 Repair/Maint Supply (GE				\$50.55
Invoice	I11299150	11/18/2013			
Cash Payment	E 101-45184-220 Repair/Maint Supply (GE				\$67.05
Invoice	I11299173	11/18/2013			
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$117.60
Refer	61516	NORDIC ELECTRIC			
Cash Payment	E 101-45184-220 Repair/Maint Supply (GE				\$82.00
Invoice	13868	11/21/2013			
Cash Payment	E 215-45500-520 Capital Outlay (Buildings				\$250.94
Invoice	13821	11/7/2013			
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$332.94
Refer	61517	PUBLIC UTILITIES COMMISSION1			
Cash Payment	E 101-41940-380 Utility Services (GENER				\$1,408.76
Invoice	NOVEMBER 201	12/5/2013			
Cash Payment	E 101-43100-380 Utility Services (GENER				\$28.42
Invoice	NOVEMBER 201	12/5/2013			
Cash Payment	E 101-45100-380 Utility Services (GENER				\$1,057.80
Invoice	NOVEMBER 201	12/5/2013			
Cash Payment	E 101-43100-381 Street Light Utilities				\$2,445.95
Invoice	NOVEMBER 201	12/5/2013			
Cash Payment	E 101-42700-380 Utility Services (GENER				\$114.62
Invoice	NOVEMBER 201	12/5/2013			
Cash Payment	E 101-42200-382 Fire Hydrant Utilities				\$1,103.70
Invoice	NOVEMBER 201	12/5/2013			
Cash Payment	E 101-45189-380 Utility Services (GENER				\$24.36
Invoice	NOVEMBER 201	12/5/2013			
Cash Payment	E 211-45500-380 Utility Services (GENER				\$582.87
Invoice	NOVEMBER 201	12/5/2013			
Cash Payment	E 101-45124-380 Utility Services (GENER				\$2,353.81
Invoice	NOVEMBER 201	12/5/2013			



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Cash Payment	E 101-45184-380 Utility Services (GENER				\$23.34
Invoice	NOVEMBER 201 12/5/2013				
Cash Payment	E 101-42200-380 Utility Services (GENER				\$133.98
Invoice	NOVEMBER 201 12/5/2013				
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$9,277.61
Refer	61518 <i>PETTY CASH - LIBRARY</i>				
Cash Payment	E 211-45500-322 Postage				\$25.38
Invoice	POSTAGE 11/27/2013				
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$25.38
Refer	61519 <i>CHAPPELL, LINDA</i>				
Cash Payment	E 211-45500-330 Transportation/School				\$90.35
Invoice	COMPASS 11/22/2013				
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$90.35
Refer	61520 <i>HIBBING PUBLIC LIBRARY</i>				
Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$31.00
Invoice	111913 11/19/2013				
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$31.00
Refer	61521 <i>DULUTH NEWS TRIBUNE</i>				
Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$212.16
Invoice	178087966 12/5/2013				
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$212.16
Refer	61522 <i>QUILL CORPORATION</i>				
Cash Payment	E 215-45500-560 Capital Outlay (Furniture)				\$101.52
Invoice	7293260 11/5/2013				
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$101.52
Refer	61523 <i>AMI CORP.</i>				
Cash Payment	E 211-45500-449 Automation				\$248.09
Invoice	22902 11/25/2013				
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$248.09
Refer	61524 <i>BAKER & TAYLOR</i>				
Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$281.53
Invoice	2028776276 11/15/2013				
Cash Payment	E 211-45500-435 Books, Periodicals, AV				\$55.54
Invoice	2028810703 11/25/2013				
Cash Payment	E 211-45500-435 Books, Periodicals, AV				-\$16.61
Invoice	0002504474 11/22/2013				
Transaction Date	12/5/2013	MAIN CHECKING G	10100	Total	\$320.46
Refer	61525 <i>PERA</i>				
					Ck# 002381E 12/6/2013
Cash Payment	G 101-21704 PERA				\$4,315.49
Invoice	25CPYR13 12/13/2013				
Transaction Date	12/6/2013	MAIN CHECKING G	10100	Total	\$4,315.49
Refer	61526 <i>ING</i>				
Cash Payment	G 101-21720 MN State Retirement Deferc				\$240.00
Invoice	25CPYR13 12/6/2013				
Transaction Date	12/6/2013	MAIN CHECKING G	10100	Total	\$240.00



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Refer	61527	DEPT OF THE TREASURY IRS	Ck# 002382E	12/6/2013		
Cash Payment	G 101-21703	FICA Tax Withholding				\$3,818.52
Invoice	25CPYR13			12/13/2013		
Cash Payment	G 101-21717	Medicare				\$898.42
Invoice	25CPYR13			12/13/2013		
Cash Payment	G 101-21701	Federal Withholding				\$2,807.34
Invoice	25CPYR13			12/13/2013		
Transaction Date	12/6/2013		MAIN CHECKING G	10100	Total	\$7,524.28
Refer	61528	JOHNSON BROTHER LIQUOR				
Cash Payment	E 609-49750-251	Liquor For Resale				\$5,457.24
Invoice	1730284			12/4/2013		
Cash Payment	E 609-49750-333	Freight and Express				\$172.64
Invoice	1730284			12/4/2013		
Cash Payment	E 609-49750-251	Liquor For Resale				\$1,079.70
Invoice	1730285			12/4/2013		
Cash Payment	E 609-49750-333	Freight and Express				\$51.41
Invoice	1730285			12/4/2013		
Cash Payment	E 609-49750-251	Liquor For Resale				-\$60.00
Invoice	600304			11/25/2013		
Cash Payment	E 609-49750-333	Freight and Express				-\$2.57
Invoice	600304			11/25/2013		
Transaction Date	12/6/2013		MAIN CHECKING G	10100	Total	\$6,698.42
Refer	61529	PHILLIPS WINE & SPIRITS				
Cash Payment	E 609-49750-251	Liquor For Resale				\$3,413.20
Invoice	2525628			12/4/2013		
Cash Payment	E 609-49750-333	Freight and Express				\$89.96
Invoice	2525628			12/4/2013		
Transaction Date	12/6/2013		MAIN CHECKING G	10100	Total	\$3,503.16
Refer	61530	WINE MERCHANTS				
Cash Payment	E 609-49750-251	Liquor For Resale				\$188.00
Invoice	482277			12/4/2013		
Cash Payment	E 609-49750-333	Freight and Express				\$7.71
Invoice	482277			12/4/2013		
Transaction Date	12/6/2013		MAIN CHECKING G	10100	Total	\$195.71
Refer	61531	KRUEGER INTERNATIONAL, INC.				
Cash Payment	E 215-45500-560	Capital Outlay (Furniture)				\$1,295.52
Invoice	11658			11/26/2013		
Transaction Date	12/6/2013		MAIN CHECKING G	10100	Total	\$1,295.52
Refer	61532	GRAND MARAIS MOTORS				
Cash Payment	E 101-42200-220	Repair/Maint Supply (GE)				\$498.53
Invoice	59164			11/15/2013		
Transaction Date	12/6/2013		MAIN CHECKING G	10100	Total	\$498.53



City of Grand Marais

CITY OF GRAND MARAIS

Payments

12/06/13 1:43 PM

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Current Period: December 2013

Fund Summary

	10100 MAIN CHECKING GMSB
101 GENERAL FUND	\$72,316.18
211 LIBRARY	\$2,106.36
215 LIBRARY RESTRICTED FUND	\$1,647.98
609 MUNICIPAL LIQUOR FUND	\$44,064.02
613 GOLF COURSE	\$2,035.51
	<hr/>
	\$122,170.05

Pre-Written Checks	\$25,585.72
Checks to be Generated by the Computer	\$96,584.33
	<hr/>
Total	\$122,170.05

City of Grand Marais

MEMO

TO: Mayor Carlson
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: December 6, 2013
SUBJECT: District Heating Presentation

Mark Spurr, FVB, will be at the City Council meeting to propose connecting City Hall to the district heating system. The purpose of his presentation is to see whether the City is interested in connecting City Hall to the proposed district heating plant. It is also a chance for the City Council to see the latest information of the status of the project, and see the type of information being presented to the other potential customers.

For a very detailed look at the status of the project, look under the folder Submittal Nov14-2013 at the following site:

<ftp://ftp.fvbenergy.com>
username: GrandMarais
password: biomass9

City of Grand Marais

MEMO

TO: Mayor Carlson
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: December 6, 2013
SUBJECT: YMCA Update

Emily Marshall, YMCA, will be at the meeting to give an update on the YMCA.



December 5, 2013

To: Grand Marais City Council and Mayor Carlson

From: Kristin Wharton, Moving Matters, Sawtooth Mountain Clinic

Re: Active Living Policy Committee and Process

Request:

I would like to update you on the plans for a County-wide Active Living Policy Committee. I would like to request your input in this process and also invite you to participate as members of the Policy Committee.

Active Living Policy Process Draft Framework

Background: Meetings with members of the Active Living Steering Committee, County Board, City Council, Grand Portage Reservation Tribal Council, County Highway Engineer Dave Betts, Planning and Zoning Director Tim Nelson, and community stakeholders have led to this draft framework for the Active Living Policy Committee and policy process. A committee will be formed to guide and lead the Active Living Policy process.

Active Living Policy goal: We aim to create a policy for Cook County, the City of Grand Marais, the Grand Portage Reservation Tribal Council, and any interested townships, which, fundamentally addresses the planning and prioritizing of safe and accessible space for people to walk, bike and be physically active on our roads and streets throughout Cook County. Efforts will be made to identify shared goals and strategies to support Active Living between existing and upcoming plans and policies for the different units of government and stakeholder groups. The concept of "Complete Streets" will be used to inform this local policy or policies. We are a unique place with unusual circumstances; however, we will look to regional and national best practices and examples of successful implementation to guide the process.

Policy Committee Timeline: We will begin convening monthly meetings of the Policy Committee in January, 2014. *These meetings will be held on the first Thursday of the month, 12-1:30pm, with lunch provided for committee members by the Moving Matters project. Meeting locations are to be determined by the Committee. There is current interest in the meetings rotating throughout the County and Grand Portage. Save the Date! The first meeting is scheduled for January 2nd, 2014.*

Process Facilitation: The Policy Committee and process will be facilitated by an outside, neutral party. We are currently reviewing a proposal for services from the ARDC and Planner Andy Hubley. This expense will be covered by the Sawtooth Mountain Clinic's Moving Matters project.

Committee Membership:

Representation Serving on Committee

All County Commissioners, City Councilors, and the Mayor of Grand Marais are requested to attend this

policymaking committee. The Grand Portage RTC has agreed to send 2 members. Township Supervisors are invited to attend as committee members representing their communities.

It is understood that all members are unlikely to be available for every meeting; however, we request your ongoing participation in the process. We understand that these meetings will need to be posted as public.

In addition to elected officials, County Highway Engineer Dave Betts (or a surrogate), and Planning and Zoning Director Tim Nelson have agreed to participate in the monthly committee meetings. The Grand Portage RTC is likely to send 2 staff to participate. We would also like to offer the City Council and Township Boards the opportunity to identify appropriate staff to participate as Committee members. For cases where a staff person has valuable information, but need not be a regular committee member, there will be opportunity for topic-specific input from staff.

Other Staff Involvement

Participation by other staff could include topic-specific expertise in such areas of community planning, transportation and maintenance, stormwater mitigation and planning, recreation, facilities, and physical activity, senior and disability needs, community health, and any others you deem appropriate.

Non-County Representation Serving on Committee

Representatives from the Active Living Steering Committee, MnDOT, and SHIP/Moving Matters staff would also like to serve as committee members.

Public Input

The Policy Committee will invite any and all stakeholder groups and individuals to have opportunity for input in the process, through public meetings and other avenues yet to be determined.

The Moving Matters project has been and will continue to align its work to gather public input and local engagement in the process, and will feed this information to the Policy Committee.

**City of Grand Marais
2014 Draft Budget and Spending History**

Department	Expenses					Use of Fund Balance	Levy	Ratio 2014/2013	
	2008	2009	2010	2011	2012				2013
Clerk/Administrative	247,905	243,375	245,156	248,871	269,335	266,073	395,342	(141,746)	95.3%
Planning & Zoning	26,701	24,771	25,230	25,837	26,380	26,961	3,000	24,554	102.2%
Buildings	61,408	59,925	66,186	59,202	52,293	86,210	63,341	23,183	100.4%
Public Safety	255,412	254,571	276,518	221,716	209,722	236,811	48,026	182,231	97.2%
Streets	261,989	168,218	223,458	225,215	259,216	344,230	-	341,469	99.2%
Rec Park	369,816	395,990	427,635	518,400	433,435	565,398	757,109	(165,325)	104.7%
Pool	287,383	292,143	346,705	296,232	244,773	271,771	-	110,000	40.5%
Boat Harbor	65,761	107,755	60,145	57,566	77,851	72,372	90,000	(16,709)	101.3%
City Parks	29,391	23,888	19,739	31,118	28,121	25,669	-	28,460	110.9%
Total Gen Fund	1,605,767	1,570,636	1,690,771	1,684,157	1,601,125	1,895,496	1,356,818	386,117	
Library	256,877	243,364	233,629	231,382	261,689	261,093	130,810	-	
Storefront Loan	25,000	27,500	15,000	30,000	21,853	-	-	-	
Cable TV	12,450	10,951	-	597	-	1,500	-	-	
Debt Service	218,500	371,537	634,352	463,418	1,155,115	422,681	-	-	
Capital Projects	35,000	35,000	49,973	53,271	53,271	75,000	-	25,419	
Liquor	1,484,381	1,557,165	1,597,805	1,592,606	1,676,400	1,594,763	-	75,000	
Golf	169,211	146,880	160,078	156,319	164,416	151,561	20,000	-	
Water	414,807	404,495	440,630	438,040	410,924	369,492	415,486	-	
Sewer	510,311	633,380	620,735	604,316	616,039	525,833	569,627	-	
Electric	2,427,592	2,426,857	2,424,943	2,462,473	2,411,748	2,516,385	2,520,613	-	
Total	7,159,895	7,427,766	7,867,916	7,716,579	7,813,804	7,813,804	1,487,628	25,419	839,026

general levy 611,927

GRAND MARAIS LIBRARY BOARD MINUTES

NOVEMBER 4, 2013

MEMBERS PRESENT: Sally Berg, Linda Chappell, Jay Arrowsmith DeCoux, Garry Gamble, Brianne Moody, Audrey Stattelman, Jan Sivertson

MEMBERS NOT PRESENT: Dawn Byholm

CALL TO ORDER: The November 2013 meeting of the Grand Marais Library Board was called to order at 5:31 p.m. by chairperson, Audrey Stattleman.

INTRODUCTION OF VISITORS: There were no visitors at the meeting.

CONSENT AGENDA

There were no additions to the agenda. Gamble suggested the following changes to the minutes of the October 2013 minutes:

Page 2: Remove the word "with" in the second sentence under Policy committee, put quotation marks around the words, "Moving Matters"

Page 3: Change policies to policy, and add the word, "she" after "that" in Strategic Planning Dates

Sivertson/Arrowsmith DeCoux made a motion/second to approve the consent agenda. Motion passed.

FINANCIAL REPORT

Chappell had the September financial statement from the City of Grand Marais. She reported that the library had also received statements from their investment accounts. The 3rd quarter earnings from the Duluth/Superior Area Foundation investment went from \$41,638.78 to \$46,379.22. The 3rd quarter report from the MN Community Foundation showed the Jan. 1, 2013 value at \$20,655.00 and the Sept. 30, 2013 value at \$24,132.00. DeCoux clarified that the insurance line item on the financial report was for the building.

DIRECTOR'S REPORT

The Director's report is attached to this report. Chappell took a class that focused on new mysteries that provided ideas for the library. The Arrowhead Library System sent a blog reprint about a "Kindness audit" that libraries could use to make sure that the library provides a welcoming and pleasant environment for patrons. Chappell also shared the Cook County News article about the new library furniture.

COMMITTEE REPORTS

Stattelman reminded each committee to write up a summary of their subcommittee meeting and send their committee reports to Chappell. Chappell will send out the committee reports to all board members. The active library committees at this time include: Financial, Policy, and Art Committees.

COMMUNICATIONS: The Library Friends requested that the Library Director send a "wish list" for 2014 and prioritize the items on the list. This list is due November 4th.

**GRAND MARAIS LIBRARY BOARD MINUTES
NOVEMBER 4, 2013**

They also want pricing estimates for the items desired to help them make decisions on what projects from Grand Marais Pubic Library they can help support financially.

LIBRARY FRIENDS LIASON REPORT: There was no report from the Library Friends due to the plan to Strategic Plan discussion at the meeting.

UNFINISHED BUSINESS

Second Readings: The board provided their comments on the Exhibit and Performance Policy, the Exhibit and Performance Form and the Unscheduled Library Closing Policy. Gamble suggested that we add a numbering system to the library policies so that it is easier to discuss certain areas of the policies. The committee will continue to work on the two policies, email them out prior to the next board meeting, and present them for the third reading and final approval at the next meeting.

POLICY ADOPTION

Chappell handed out the final Internet Policy and Materials Selection Policies. The Policy Committee will review them to see if there is a need for numbers on the policies.

NEW BUSINESS

The board reviewed the existing Strategic Plan. There was a discussion that some of the goals could be merged together. The one area of the library that was not included in the former strategic plan was the administration of services. It was decided to add that as one of the goals and to use the current strategic plan template as a guide for updating the current plan. Chappell will survey the board to determine a date in January when the Strategic Planning Retreat can take place. The retreat will involve approximately four hours of time. Arrowsmith DeCoux volunteered to host the retreat at his B & B.

MEETING ADJOURNMENT

Stattelman adjourned the meeting at 7:22

**GRAND MARAIS LIBRARY BOARD MINUTES
NOVEMBER 4, 2013**

**Director's Report
Grand Marais Public Library**

Date: November 4, 2013

Metal Tooling Workshop will be presented at the library on November 22, at 6:00 p.m. by the Duluth Art Institute. Participants will transform soft metal into a unique picture frame by adding embossed designs. Fun for ages 7-97... children must be accompanied by an adult. Would make a nice holiday gift !
This FREE program is funded by a grant from Minnesota's Arts and Cultural Heritage Fund.

Our new furniture is a hit with the public. We get lots of comments every week about how nice it looks and how comfortable the chairs are to sit in. The installers will make a final visit on Nov. 7 to finish a couple of left over projects and switch out a damaged desktop. Gail Fackler of GFA Interiors did a great job helping us choose tables and chairs that are nice looking, affordable, and durable.

The number of attachments I will be sending to board members is increasing because of our commitment to doing more prep work before the monthly meetings in order to shorten the meeting times. If you have any trouble printing or other issues, please let me know and I will work with you.

Upcoming Meeting Schedule

Updated December 6, 2013

DECEMBER

Date/Time	Meeting	Location
Wednesday, December 11, 4:30 p.m.	City Council Meeting	Council Chambers
Wednesday, December 11, 6:00 p.m.	Truth in Taxation Hearing	Council Chambers
Wednesday, December 18, 4:30 p.m.	City Council Meeting	Council Chambers

JANUARY

Date/Time	Meeting	Location
Wednesday, January 8, 4:30 p.m.	City Council Meeting	Council Chambers
Wednesday, January 29, 4:30 p.m.	City Council Meeting	Council Chambers