

AGENDA
CITY COUNCIL MEETING
January 28, 2015
4:30 P.M.

- A. Call to Order
- B. Oath Of Office
- C. Roll Call
- D. 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.
- E. Approve Consent Agenda
 - 1. Approve Agenda
 - 2. Approve Meeting Minutes
 - 3. Approve Payment of Bills
- F. Ordinance 2014-04 Taproom/Growler License Fees
- G. Voyageur Brewing License Application
- H. Open Council Seat
- I. District Heating Project
- J. Strategic Planning Discussion
- K. Library Cataloguer Hire
- L. Other items as necessary
- M. Council & Staff Reports
- N. Attached correspondence:
 - 1. Upcoming Meeting Schedule
- O. Adjourn

CITY OF GRAND MARAIS
MINUTES
January 14, 2015

Acting-Mayor Kennedy called the meeting to order at 4:30 p.m.

Acting-Mayor Kennedy thanked past council Larry "Bear" Carlson, Jan Sivertson, Bill Lenz and Bob Spry for their commitment to serve and welcomed the new councilors.

Jay Arrowsmith-DeCoux took the Oath of Office as Mayor of the City of Grand Marais.

Dave Mills took the Oath of Office as Councilor of the City of Grand Marais.

Anton Moody took the Oath of Office as Councilor of the City of Grand Marais.

Members present: Jay Arrowsmith-DeCoux, Tim Kennedy, Dave Mills, Anton Moody
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. Open Forum is limited to one half-hour. No person may speak more than 5 minutes or more than once.

Arvis Thompson asked questions about the Biomass District Heating Project. This project will affect the county-wide community. What local businesses will benefit? If businesses support it, who are they? Grants are not free money, everyone pays for grants. Who administers the low-interest loans? Who is responsible for the project if it fails? Some loggers have said to Thompson that there are no cheap plentiful resources. Limbs and branches contain no mass. Who pays for hauling and empty back hauling? How much do you have to spend before you say no to this project?

Councilor Moody previously had many of the same questions and found answers in the Phase 2 feasibility report. It brought up more questions, but answered the questions Thompson was asking. Moody advised anyone interested in the project can review the report online at the CCLEP website or hard copy at the library.

Jan Sivertson congratulated the new councilors and looks forward to working with them as a county commissioner.

Mayor Arrowsmith-DeCoux thanked Sivertson for her service with the city and continuing service with the county.

Motion by Kennedy, seconded by Moody to approve the Consent Agenda moving the designation of the Official Newspaper before the Appointment to Boards and Commissions; December 31, 2014, Minutes; and Payment of Bills. Approved unanimously.

The Cook County News Herald was the only paper to submit a bid of \$8 per inch for legals and \$8.75 per inch for Want Ads. This is the same price as 2014.

Motion by Mills, seconded by Kennedy to designate the Cook County News Herald as the Official Newspaper of the City of Grand Marais. Approved unanimously.

The council discussed the boards and commissions.

Motion by Moody, seconded by Mills to send a city representative to the Northwoods Food Project Board meetings. Approved unanimously.

Motion by Moody, seconded by Kennedy to appoint council representatives to Boards and Commissions as follows:

Board Name	Past Council Representative
Cable Board	Tim Kennedy
Economic Development Authority	Anton Moody
Library Board	Jay Arrowsmith-DeCoux
ARDC Board	Anton Moody
North Shore Management Board	Anton Moody
Park Board	Dave Mills
Personnel Committee	Jay Arrowsmith-DeCoux, Dave Mills
Planning Commission	Tim Kennedy
Public Utilities Commission	Tim Kennedy
Public Utilities Board	Jay Arrowsmith-DeCoux, Dave Mills, Anton Moody
Safety Committee	Anton Moody

The Council has also appointed liaisons to the following boards:

Animal Advocates	Anton Moody
North House Folk School Liaison	Jay Arrowsmith-DeCoux
CCLEP	Tim Kennedy
Active Living/Safe Routes to School	Tim Kennedy
YMCA	Dave Mills
Northwoods Food Project	Dave Mills

Approved unanimously.

Motion by Kennedy, seconded by Moody to appoint Hal Greenwood to the Economic Development Authority for a six year term. Approved unanimously.

Motion by Mills, seconded by Kennedy to appoint Helen Muth to the Library Board to complete a vacated position for a one-year. Approved unanimously.

Motion by Kennedy, seconded by Arrowsmith-DeCoux to appoint Sally Berg for a three year term to the Park Board. Approved unanimously.

Motion by Moody, seconded by Kennedy to appoint Kaye Tavernier for a three year term to the Park Board. Approved unanimously.

Motion by Kennedy, seconded by Moody to appoint Hal Greenwood to the Planning Commission for a three year term. Approved unanimously.

Motion by Mills, seconded by Moody to appoint Michael Garry to the Planning Commission for a three year term. Approved unanimously.

Motion by Kennedy, seconded by Mills to appoint George Wilkes to the Public Utilities Commission for a three year term. Approved unanimously.

Because George Wilkes was appointed to the Public Utilities Commission, council reconsidered the council appointment to CCLEP.

Motion by Arrowsmith-DeCoux, seconded by Mills to appoint Anton Moody as the CCLEP council liaison. Approved unanimously.

Motion by Moody, seconded by Mills to appoint Tim Kennedy as Acting Mayor. Approved unanimously.

Motion by Mills, seconded by Moody to approve Resolution 2015-01 A Resolution Accepting Resignation of Jan Sivertson and Declaring a Vacancy on the City Council. Approved unanimously.

Council discussed options to fill the two year vacancy on the city council. Council decided to advertise in the newspaper, boreal, and WTIP and ask for a letter of interest and list of qualifications.

Motion by Arrowsmith-DeCoux, seconded by Mills to advertise the open city council seat in the Cook County News Herald, Boreal, and WTIP: council can discuss applicants at the next meeting or the appointment can be continued at the council's discretion. Approved unanimously.

Motion by Moody, seconded by Mills to designate Official Signatories as Mayor Arrowsmith-DeCoux and Councilor Tim Kennedy and to add Jay Arrowsmith-DeCoux to the bank signatories and remove Larry Carlson. Approved unanimously.

Motion by Moody, seconded by Mills to designate Official Depositories of City Funds for 2015 as Grand Marais State Bank, North Shore Federal Credit Union, Security State Bank, League of Minnesota Cities 4M Fund, and Morgan Stanley Smith Barney. Approved unanimously.

The District Heating Grant Agreement from the MN Department of Agriculture and the Contract for Follow-up work with FVB was discussed. In September, the council authorized \$3,000 to CCLEP to seek grant funding. Gregg Mast of EarthTech Energy, was successful in seeking grant funding with the City being awarded \$50,000 from the MN Department of Agriculture and \$50,000 from the Blandin Foundation. The \$100,000 pays for a series of next steps outlined in detail in the FVB contract, developing customer contracts with the initial customers of the system, seeking funding from the State and other sources and rebidding the project. If successful, the project could be bid in the fall of 2016 with construction beginning in late 2016. The project is contingent upon each step of the process. Conversations would begin this week to have contracts in place by mid-March to keep on track. Council had concerns about requirements of the grants and where the process stops if a step falls through. There was hesitation because there are many questions that are not answered and seem premature in the process. The price of contracts will be based on their current costs. The City will take responsibility of the grants to find the feasibility of the project. Either party can terminate the contract within 30 days. The city will only proceed if there is no public tax dollars used. If the projected revenues do not support the project, it does not go forward. The original plan to use slash was not considered feasible: instead, chips from Hedstrom's Lumber Mill would be used.

Motion by Kennedy, seconded by Mills to approve the State of Minnesota Department of Agriculture Grant Agreement and approve the Consultant Service Contract between the City of Grand Marais and FVB Energy Inc and authorize Mayor Arrowsmith-DeCoux and City Administrator Roth to sign and execute the grant and contract. Approved unanimously.

Council expects FVB Energy Inc. to provide them with regular updates. There will be a workshop in February. The council would like a communication plan to update the council and involve the council more throughout the process. It is time for the council to steer the project.

Motion by Kennedy, seconded by Mills to approve Resolution 2015-02 A Resolution Agreeing to Maintain TAP Funded Facility. Approved unanimously.

It is up to us locally to determine what maintenance needs to be done to the 12 foot paved multi-use trail. The projected cost would be paid by \$600,000 in grants and \$150,000 match. Projected construction would be about 4 years from now.

In late 2014, CCLEP hosted a seminar by CR-BPS and St. Louis County to evaluate buildings using an asset and energy management tool. The tool allows you to consider building component condition, energy efficiency, operating and maintenance costs to plan for building improvements. A quote for City Hall was received in the amount of \$6,120. We have not received the general quote for the bathroom renovation yet.

Motion by Arrowsmith-DeCoux, seconded by Kennedy to hire CR-BPS to evaluate City Hall as outlined in the quote dated December 24, 2014. Approved unanimously.

The Joint City/County/School/Tribe meeting will be February 26th at 4:00 p.m. The City will offer to host the meeting.

There being no further business, the meeting adjourned at 7:06 p.m.

Mayor, Jay Arrowsmith-DeCoux

ATTEST:

City Administrator, Michael J. Roth



CITY OF GRAND MARAIS

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Payments



Current Period: January 2015

Batch Name	012115 CPAP Payments	User Dollar Amt	\$22,221.18		
		Computer Dollar Amt	\$22,221.18		
			\$0.00	In Balance	
Refer	64082 VOYA	Ck# 002831E	1/22/2015		
Cash Payment	G 101-21720 MN State Retirement DeferC				\$290.00
Invoice 2 CPYR 15	1/23/2015				
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$290.00
Refer	64083 PERA	Ck# 002832E	1/23/2015		
Cash Payment	G 101-21704 PERA				\$4,133.92
Invoice 2 CPYR 15	1/23/2015				
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$4,133.92
Refer	64084 MN DEPT OF REVENUE-EFTPS	Ck# 002833E	1/23/2015		
Cash Payment	G 101-21702 State Withholding				\$1,239.77
Invoice 2 CPYR 15	1/23/2015				
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$1,239.77
Refer	64085 DEPT OT THE TREASURY IRS	Ck# 002834E	1/23/2015		
Cash Payment	G 101-21703 FICA Tax Withholding				\$3,469.46
Invoice 2 CPYR 15	1/23/2015				
Cash Payment	G 101-21717 Medicare				\$816.78
Invoice 2 CPYR 15	1/23/2015				
Cash Payment	G 101-21701 Federal Withholding				\$2,559.61
Invoice 2 CPYR 15	1/23/2015				
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$6,845.85
Refer	64086 MII LIFE-FLEX	Ck# 002835E	1/22/2015		
Cash Payment	G 101-21713 Flex Plan Spending				\$600.30
Invoice 2 CPYR 15	1/20/2015				
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$600.30
Refer	64087 MII LIFE-HRA	Ck# 002836E	1/22/2015		
Cash Payment	E 609-49750-131 Employer Paid Health				\$659.81
Invoice 2 CPYR 15	1/20/2015				
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$659.81
Refer	64088 CENTURYLINK				
Cash Payment	E 101-41400-321 Telephone				\$342.64
Invoice 2183871848	1/1/2015				
Cash Payment	E 101-43100-321 Telephone				\$47.76
Invoice 2183873125	1/1/2015				
Cash Payment	E 211-45500-321 Telephone				\$228.83
Invoice 2183871140	1/1/2015				
Cash Payment	E 101-42200-321 Telephone				\$31.95
Invoice 2183879092	1/1/2015				
Cash Payment	E 613-45125-321 Telephone				\$48.89
Invoice 2183879988	1/1/2015				
Cash Payment	E 609-49750-321 Telephone				\$60.04
Invoice 2183871630	1/1/2015				
Cash Payment	E 101-45100-321 Telephone				\$290.61
Invoice 2183871712	1/1/2015				



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Payments

City of Grand Marais

Current Period: January 2015

Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$1,050.72
Refer	64089	THE WINE COMPANY		-	
Cash Payment	E 609-49750-251	Liquor For Resale			\$752.00
Invoice	382227-00	1/6/2015			
Cash Payment	E 609-49750-333	Freight and Express			\$45.00
Invoice	382227-00	1/6/2015			
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$797.00
Refer	64090	SOUTHERN WINE & SPIRITS OF M		-	
Cash Payment	E 609-49750-252	Beer For Resale			\$3,868.68
Invoice	1243263	1/8/2015			
Cash Payment	E 609-49750-333	Freight and Express			\$103.50
Invoice	1243263	1/8/2015			
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$3,972.18
Refer	64091	VISA		-	
Cash Payment	E 215-45500-435	Books, Periodicals, AV	2014		\$1,090.96
Invoice	8757	1/2/2015			
Cash Payment	E 101-45100-210	Operating Supplies (GEN 2014			\$184.95
Invoice	8757	1/2/2015			
Cash Payment	E 101-45100-200	Office Supplies (GENER	2014		\$89.99
Invoice	8757	1/2/2015			
Cash Payment	E 211-45500-340	Advertising	2014		\$60.00
Invoice	8757	1/2/2015			
Cash Payment	E 604-49551-210	Operating Supplies (GEN	2014		\$46.90
Invoice	8757	1/2/2015			
Cash Payment	E 101-43100-220	Repair/Maint Supply (GE	2014		\$23.45
Invoice	8757	1/2/2015			
Cash Payment	E 613-45125-221	Equipment Parts/Builing	2014		\$23.44
Invoice	8757	1/2/2015			
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$1,519.69
Refer	64092	MII LIFE - VEBA		-	
Cash Payment	G 101-21706	Health Insurance			\$508.36
Invoice	JAN 2015	1/31/2015			
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$508.36
Refer	64093	AFSCME		-	
Cash Payment	G 101-21712	AFSME Union Dues			\$603.58
Invoice	JAN 2015	1/31/2015			
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$603.58



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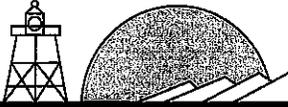
City of Grand Marais

Current Period: January 2015

Fund Summary

	10100 MAIN CHECKING GMSB
101 GENERAL FUND	\$15,233.13
211 LIBRARY	\$288.83
215 LIBRARY RESTRICTED FUND	\$1,090.96
604 ELECTRIC	\$46.90
609 MUNICIPAL LIQUOR FUND	\$5,489.03
613 GOLF COURSE	\$72.33
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	\$22,221.18

Pre-Written Checks	\$13,769.65
Checks to be Generated by the Computer	\$8,451.53
Total	<hr/>
	\$22,221.18



City of Grand Marais

CITY OF GRAND MARAIS

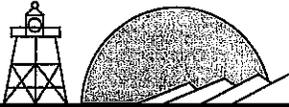
Payments

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Current Period: January 2015

Batch Name	1292015AP	User Dollar Amt	\$69,228.14		
	Payments	Computer Dollar Amt	\$69,228.14		
				\$0.00	In Balance
Refer	64058 BOBCAT OF DULUTH, INC.				
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE				\$16.10
Invoice	140908 1/8/2015				
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$4.60
Invoice	140908 1/8/2015				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$20.70
Refer	64059 COOK COUNTY NEWS HERALD				
Cash Payment	E 101-41400-350 Publishing	2014			\$117.25
Invoice	DECEMBER2014 12/31/2014				
Cash Payment	E 609-49750-340 Advertising	2014			\$74.00
Invoice	DECEMBER2014 12/31/2014				
Cash Payment	E 211-45500-340 Advertising	2014			\$201.00
Invoice	DECEMBER2014 12/31/2014				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$392.25
Refer	64060 HANSON, CHRISTINE				
Cash Payment	E 101-41400-210 Operating Supplies (GE				\$56.76
Invoice	SAMS CLUB 1/17/2015				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$56.76
Refer	64061 MILLS, DAVE				
Cash Payment	E 101-41110-330 Transportation/School				\$237.29
Invoice	NEWELECT.OFF 1/9/2015				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$237.29
Refer	64062 COMO OIL & PROPANE				
Cash Payment	E 101-41940-217 Heating Fuel				\$525.57
Invoice	537094 1/2/2015				
Cash Payment	E 101-41940-217 Heating Fuel				\$515.34
Invoice	521869 1/13/2015				
Cash Payment	E 101-43100-217 Heating Fuel				\$253.06
Invoice	537113 1/6/2015				
Cash Payment	E 211-45500-217 Heating Fuel				\$269.06
Invoice	538628 1/5/2015				
Cash Payment	E 101-45100-217 Heating Fuel	2014			\$472.49
Invoice	734608 12/29/2014				
Cash Payment	E 101-45100-217 Heating Fuel	2014			\$253.28
Invoice	521707 12/29/2014				
Cash Payment	E 101-42200-217 Heating Fuel				\$426.60
Invoice	521849 1/12/2015				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$2,715.40
Refer	64063 PAUSTIS WINE COMPANY				
Cash Payment	E 609-49750-251 Liquor For Resale				\$1,992.06
Invoice	8482569-IN 1/13/2015				
Cash Payment	E 609-49750-333 Freight and Express				\$150.00
Invoice	8482569-IN 1/13/2015				



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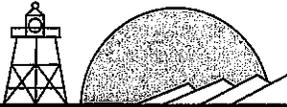
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Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$2,142.06
Refer	64064 ROHLFING INC.				
Cash Payment	E 609-49750-252 Beer For Resale				\$2,774.85
Invoice	405737 1/14/2015				
Cash Payment	E 609-49750-252 Beer For Resale				\$2,538.83
Invoice	406004 1/21/2015				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$5,313.68
Refer	64065 SUPERIOR BEVERAGES LLP				
Cash Payment	E 609-49750-252 Beer For Resale				\$1,807.10
Invoice	465643 1/14/2015				
Cash Payment	E 609-49750-333 Freight and Express				\$2.00
Invoice	465643 1/14/2015				
Cash Payment	E 609-49750-252 Beer For Resale				\$5,559.15
Invoice	466028 1/21/2015				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$7,368.25
Refer	64066 COOK COUNTY LAW ENFORCEME				
Cash Payment	E 101-42100-317 Contracted Services				\$11,666.67
Invoice	JAN 2015 1/20/2015				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$11,666.67
Refer	64067 ARTISAN BEER COMPANY				
Cash Payment	E 609-49750-252 Beer For Resale				\$142.75
Invoice	3013151 1/14/2015				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$142.75
Refer	64068 WINE MERCHANTS				
Cash Payment	E 609-49750-251 Liquor For Resale				\$929.50
Invoice	7014524 1/14/2015				
Cash Payment	E 609-49750-333 Freight and Express				\$25.10
Invoice	7014524 1/14/2015				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$954.60
Refer	64069 JOHNSON BROTHER LIQUOR				
Cash Payment	E 609-49750-252 Beer For Resale				\$1,965.15
Invoice	5071792 1/14/2015				
Cash Payment	E 609-49750-333 Freight and Express				\$97.89
Invoice	5071792 1/14/2015				
Cash Payment	E 609-49750-251 Liquor For Resale				\$8,498.01
Invoice	5071793 1/14/2015				
Cash Payment	E 609-49750-333 Freight and Express				\$220.88
Invoice	5071793 1/14/2015				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$10,781.93
Refer	64070 PHILLIPS WINE & SPIRITS				
Cash Payment	E 609-49750-251 Liquor For Resale				\$6,453.08
Invoice	2728548 1/14/2015				
Cash Payment	E 609-49750-333 Freight and Express				\$158.13
Invoice	2728548 1/14/2015				
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$6,611.21
Refer	64071 BERNICKS				



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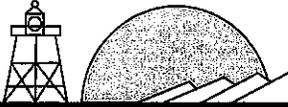
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Cash Payment	E 609-49750-252 Beer For Resale				\$6,511.55
Invoice	436068	1/15/2015			
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa				\$84.30
Invoice	436068	1/15/2015			
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa				\$63.50
Invoice	437281	1/22/2015			
Cash Payment	E 609-49750-252 Beer For Resale				\$3,425.60
Invoice	437282	1/22/2015			
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$10,084.95
Refer	64072	TWIN PORTS PAPER & SUPPLY IN			
Cash Payment	E 609-49750-210 Operating Supplies (GE				\$79.23
Invoice	249121	1/6/2015			
Transaction Date	1/20/2015	MAIN CHECKING G	10100	Total	\$79.23
Refer	64081	THE AMERICAN BOTTLING COMP			
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa				\$117.25
Invoice	2436819952	1/19/2015			
Transaction Date	1/21/2015	MAIN CHECKING G	10100	Total	\$117.25
Refer	64098	MCI MEGA PREFERRED			
Cash Payment	E 101-41400-321 Telephone	2014			\$43.68
Invoice	08678993875	1/22/2015			
Cash Payment	E 211-45500-321 Telephone	2014			\$6.89
Invoice	08678993875	1/22/2015			
Cash Payment	E 609-49750-321 Telephone	2014			\$11.41
Invoice	08678993875	1/22/2015			
Cash Payment	E 101-43100-321 Telephone	2014			\$0.11
Invoice	08678993875	1/22/2015			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$62.09
Refer	64099	ARROWHEAD LIBRARY SYSTEM			
Cash Payment	E 211-45500-310 Service Agreements	2014			\$46.25
Invoice	13496	12/31/2014			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$46.25
Refer	64100	PC MALL GOV			
Cash Payment	E 211-45500-449 Automation				\$389.00
Invoice	S8952372	1/6/2015			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$389.00
Refer	64101	QUILL CORPORATION			
Cash Payment	E 101-41400-200 Office Supplies (GENER				\$584.14
Invoice	9346054	1/9/2015			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$584.14
Refer	64102	BOREAL ACCESS			
Cash Payment	E 101-45100-210 Operating Supplies (GE				\$84.95
Invoice	150115-0181	1/15/2015			
Cash Payment	E 101-42200-310 Service Agreements				\$89.85
Invoice	150115-0789	1/15/2015			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$174.80
Refer	64103	MN DEPT OF HEALTH			



City of Grand Marais

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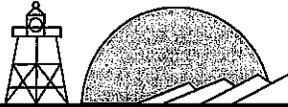
Payments

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Cash Payment	E 101-45100-439 Licenses				\$50.00
Invoice	595500	1/22/2015			
Cash Payment	E 101-45100-439 Licenses				\$50.00
Invoice	613157	1/22/2015			
Cash Payment	E 101-45100-439 Licenses				\$50.00
Invoice	613158	1/22/2015			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$150.00
Refer	64104	NORTH SHORE WASTE	-		
Cash Payment	E 613-45125-384 Refuse/Garbage Disposa	2014			\$74.88
Invoice	12777	12/30/2014			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$74.88
Refer	64105	MEDIACOM-MIDWEST	-		
Cash Payment	E 101-45100-258 Cable TV Expense				\$358.59
Invoice	83849223400001	1/2/2015			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$358.59
Refer	64106	STEVE S SPORTS AND AUTO	-		
Cash Payment	E 613-45125-221 Equipment Parts/Building	2014			\$28.77
Invoice	9988	12/31/2014			
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE	2014			\$107.05
Invoice	1712	12/31/2014			
Cash Payment	E 101-42200-221 Equipment Parts/Building	2014			\$158.99
Invoice	9088	12/18/2014			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$294.81
Refer	64107	WIRTZ BEVERAGE MINNESOTA	-		
Cash Payment	E 609-49750-252 Beer For Resale				\$221.40
Invoice	1080278178	1/20/2015			
Cash Payment	E 609-49750-251 Liquor For Resale				\$5,247.39
Invoice	1080278177	1/20/2015			
Cash Payment	E 609-49750-333 Freight and Express				\$62.43
Invoice	1080278177	1/20/2015			
Cash Payment	E 609-49750-251 Liquor For Resale	2014			-\$150.00
Invoice	2080064027	11/11/2014			
Cash Payment	E 609-49750-251 Liquor For Resale	2014			-\$49.35
Invoice	2080068110	12/10/2014			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$5,331.87
Refer	64108	CANNON RIVER WINERY	-		
Cash Payment	E 609-49750-251 Liquor For Resale				\$690.00
Invoice	7481	1/21/2015			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$690.00
Refer	64109	LEAGUE OF MN CITIES - 1	-		
Cash Payment	E 101-41110-330 Transportation/School				\$315.00
Invoice	212134	1/20/2015			
Transaction Date	1/22/2015	MAIN CHECKING G	10100	Total	\$315.00
Refer	64110	MINNESOTA AMBULANCE ASSOCI	-		
Cash Payment	E 101-42200-433 Dues and Subscriptions				\$75.00
Invoice	2015DUES	1/23/2015			



CITY OF GRAND MARAIS
Payments

01/23/15 2:00 PM

Page 5

City of Grand Marais

Current Period: January 2015

Transaction Date	1/23/2015	MAIN CHECKING G	10100	Total	\$75.00
Refer	64111	EMERGENCY APPARATUS MAIN.,			
Cash Payment	E 101-42200-220	Repair/Maint Supply (GE	2014		\$1,363.75
Invoice	71450	10/14/2014			
Transaction Date	1/23/2015	MAIN CHECKING G	10100	Total	\$1,363.75
Refer	64112	FLAHERTY & HOOD, P.A.			
Cash Payment	E 101-41610-304	Attorney(Civil)	2014		\$632.98
Invoice	7479	1/12/2015			
Transaction Date	1/23/2015	MAIN CHECKING G	10100	Total	\$632.98

Fund Summary

	10100 MAIN CHECKING GMSB	
101 GENERAL FUND		\$18,509.10
211 LIBRARY		\$912.20
609 MUNICIPAL LIQUOR FUND		\$49,703.19
613 GOLF COURSE		\$103.65
		<u>\$69,228.14</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$69,228.14
Total	<u>\$69,228.14</u>

City of Grand Marais

MEMO

TO: Mayor Arrowsmith-Decoux
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: January 23, 2015
SUBJECT: Liquor Licenses

Ordinance 2014-04

The Council passed the first reading of this ordinance adopting fees for two new liquor licenses in December. A second reading and publication of the ordinance are required for it to take effect.

Three Families Brewing LLC Application

Three Families Brewing LLC, dba Voyageur Brewing is applying for a taproom and off-sale malt liquor license. Both of these options were newly added by ordinance last year. The taproom license allows Voyageur to sell the beer they are producing in a taproom located on the same premises. The off-sale license allows them to sell “growlers” of their product for consumption off premises. Voyageur has completed the application, provided the necessary proof of insurance, and paid the (soon to be) required fees. Please consider approving the Voyageur licenses.

ORDINANCE NO. 2014-04

AN ORDINANCE OF THE CITY OF GRAND MARAIS, MINNESOTA, AMENDING CITY CODE CHAPTER 26 FEES

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

Section 1. That Chapter 26 of the City Code of Grand Marais, Minnesota, which chapter is entitled "Fees" be amended as follows:

Sec. 26-3. Beer fees.

(a) *Off-sale beer licenses.* The annual fee for the issuance of an off-sale beer license shall be \$110.00.

(b) *On-sale beer licenses.* The annual fee for the issuance of an on-sale beer license shall be \$110.00 (full year), \$65.00 (six months).

(c) *Taproom licenses.* The annual fee for the issuance of a taproom license shall be \$220.00.

(d) *Off-sale malt liquor license.* The annual fee for the issuance of an off-sale malt liquor license shall be \$220.00.

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

Passed by the City Council of the City of Grand Marais this 28th day of January, 2015.

Jay Arrowsith-Decoux, Mayor

Attest: _____
Michael Roth
City Administrator

First Reading:

Date: December 31, 2014

Ayes:	_____
Nays:	_____
Absent:	_____
Abstain	_____

Second Reading:

Date:

Ayes:	_____
Nays:	_____
Absent:	_____
Abstain	_____

Published:

Date: _____



City of Grand Marais

City of Grand Marais

Liquor License Application

Licensee Name:	THREE FAMILIES BREWING LLC
Mailing Address:	PO BOX 1244 GRAND MARAIS MN 55604
Property Address:	233 HWY 61 6M MN 55604
Legal Description:	
MN Tax ID#	Federal Tax ID#
3623325	46-4398279

License Applied For:

- 3.2 On Sale Strong Beer Wine Liquor Club Taproom
- 3.2 Off-Sale Off-Sale Beer (Growler)

State name, date of birth, Social Security Number, address, and title of each partner/officer. If corporation or LLC, state share of the business held by each officer.

Partner Officer (First, Middle, Last)	DOB	SS#	Title	Shares	Address
CARA B SPORN			Governor	25%	134 10th Ave West GRAND MARAIS MN 55604
BRUCE J WALTERS			Governor	25%	15 SILVER POPLAR GRAND MARAIS MN 55604
MICHAEL J PROM			Governor	25%	189 SAGE LAKE TRAIL GRAND MARAIS MN 55604
KENN RAIVE			Governor	15%	11881 WYWOOD TOWN WOODWAY MN 55125
MELINDA J WALTERS			Governor	10%	27007 NE 51ST WAY CAMDEN WA 98607

Date of Incorporation	State of Incorporation	Certificate Number	Is Corporation Authorized to do Business in MN?
JAN 2014	MN		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

1. Describe Premises to be licensed (location, facilities)

General Description		
Production Micro Brewery with Taproom		
Seating Capacity	Hours Food is Available	Number of employees
75 (150 for events)	Same hours as Taproom	8
Hours/Dates of Operation	Name of Manager	Name of Property Owner
(W) Thurs - SAT 4-11; 4-11; 11-11	CARA SPORN	CARA SPORN BRUCE WALTERS

(S) EVERY DAY 4-11; Fri + SAT 11-11; Sun 11-8
MIKE PROM

Distance to nearest school or church: ~~2000 ft~~ 1000 ft

2. If this establishment is operated in conjunction with any other business, please describe.

NO

3. Yes No Has applicant, partners, officers or employees ever had any Liquor Law violations in MN or elsewhere? If yes, give dates, charges, and final outcomes.

4. Yes No Is the applicant or any of the associates in the application affiliated with the City Council? If yes, in what capacity?

5. Yes No Have the applicants any interest, direct or indirect, in any other liquor establishment?

6. Yes No During the past three license years, has a summons been issued to the applicant or any of the associates under the Liquor Civil Liability Law (Dram Shop) MS 340A.802? If yes, attach the summons.

7. Yes No Will the business serve liquor on Sunday?

8. Yes No Has the State issued any other licenses for this establishment? If yes, attach a copy.

43409 43410

Attach one of the following:

Liquor Liability Insurance Certificate--\$50,000 per person/\$100,000 occurrence covering the dates of the license (license period October 1 to September 30) ATTACHED

For On-Sale 3.2, Beer, or Wine Licenses a signed statement that sales in the previous year were less than \$10,000

For Off-Sale Beer Licenses a signed statement that sales in the previous year were less than \$20,000

Dated: 1/22/15	Applicant(s) signature(s): <input checked="" type="checkbox"/> <u>Carla Spr</u>
	<input checked="" type="checkbox"/> <u>Bonny Walker</u>
	<input checked="" type="checkbox"/> <u>[Signature]</u>
	<input checked="" type="checkbox"/> <u>Melinda Th Walter</u>
	<input checked="" type="checkbox"/> <u>Laura Kuehl</u>

Report By Sheriff

I certify that to the best of my knowledge, the applicants named above have not been convicted within the last five years for any violations of state law or municipal ordinance related to the sale of liquor, except as follows:

Signature of Sheriff: _____ Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/22/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

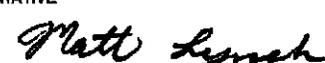
PRODUCER Becker Agency, Incorporated PO Box 218 Becker MN 55308	CONTACT NAME:	
	PHONE (A/C, No. Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Scottsdale Insurance Company	41297
INSURED Three Families Brewing LLC PO Box 1244 Grand Marais MN 55604	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			<input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	LIQUOR LIABILITY			CPS2160948	02/01/2015	10/01/2015	\$100,000 EACH COMMON CAUSE \$200,000 AGG \$25,000/\$50,000 A & B

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Location: 233 MN 61, Grand Marais, MN 55604

CERTIFICATE HOLDER City of Grand Marais P.O. Box 600 Grand Marais MN 55604	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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City of Grand Marais

MEMO

TO: Mayor Arrowsmith-Decoux
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: January 23, 2015
SUBJECT: Council Vacancy

At your last meeting, you decided to advertise the City Council vacancy. You intended to review candidates at this meeting, and potentially make an appointment. As of Friday, we have received two letters of interest. Since the newspaper did not include any notice until today, we may still receive additional letters. Time is set aside on your agenda at this time for consideration of filling the vacancy.

City of Grand Marais

MEMO

TO: Mayor Arrowsmith-Decoux
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: January 23, 2015
SUBJECT: District Heating Project

There are three items regarding the district heating project for your agenda:

- Introduction of John Praxmarer as the new CCLEP project coordinator
- Status update of the district heating task force
- Scheduling of special meeting on February 18 for a workshop with Mark Spur, FVB.

City of Grand Marais

MEMO

TO: Mayor Arrowsmith-Decoux
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: January 23, 2015
SUBJECT: Strategic Planning Discussion

Background

With the new year and many new faces on the City Council, it is time to start mapping out our strategic planning process. Previous Councils have gone through different processes to create plans ranging from a list of priority issues and projects, capital improvements plans, and visioning. At this meeting, you can discuss your preferences as to how we will conduct our strategic planning.

The Planning Process

The strategic planning process can be conducted with a wide range of resource commitments. All of the options contain the same basic elements: recognition of the inherent beliefs of the organization; consideration for the organizational mission; an environmental scan; and the adoption of goals, strategies, and implementation steps. Multiple methods can be used to achieve each of these steps.

Consider the following spectrum for the amount of time, the cost, the number of participants, and the length of relevancy. Regardless of the methods chosen, the plan requires regular updating.

Example	Time	Cost	Participants	Length of Relevancy
Workshop Staff moderated ½ to 2 day workshop with Council, department heads, and a few important community partners. Report prepared by staff.	2 weeks	<\$1,000	Council, staff, a few important community partners	2 Years
Work Groups Consultant led workshop to identify strategic areas. Work groups formed to create goals and implementation strategies for each focus area.	2-3 months	\$5,000- \$10,000	Council, consultant, staff, board members, other community leaders relevant to focus areas.	5 Years

Community Led Consultant moderates community based steering committee. Committee or sub-committees work on each strategic focus area.	3-6 months	\$10,000-\$15,000	Broad-based group of community leaders, Council, consultant, staff, board members, other strategic partners	5-10 Years
Community Visioning Community is widely engaged to help identify vision and strategic focus areas. Community volunteers work on strategic focus work groups to develop goals and implementation strategies.	6-12 months	\$10,000-\$30,000	Entire community engaged, large group of volunteer community stakeholders, Council, consultants team, staff, board members, other community partners.	10-20 Years

Moving Forward

Each of these examples is customizable based on our needs and the specific methods of different consultants. Your discussion should focus on the resources you are willing to commit, and the product you would like to create rather than the specifics of the process. If the Council chooses to conduct an in-house process, I will prepare a draft plan for your review at an upcoming meeting. If the Council wishes to consider a more involved process, we will prepare an RFP to provide you with different options. We can also gather examples of different plans for your review if needed to spur the conversation.

City of Grand Marais

MEMO

TO: Mayor Arrowsmith-Decoux
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: January 23, 2015
SUBJECT: Library Cataloguer Hire

Per Library Director Steve Harsin's recommendation, please hire Melissa Wickwire as a part-time Librarian I. She will be working on cataloguing approximately 10 hours per week as her primary duty.

Upcoming Meeting Schedule

Updated January 23, 2015

JANUARY

Date/Time	Meeting	Location
Wednesday, January 28, 4:30 p.m.	City Council Meeting	Council Chambers

FEBRUARY

Date/Time	Meeting	Location
Wednesday, February 11, 4:30 p.m.	City Council Meeting	Council Chambers
Wednesday, February 18 TBD	Dist Heat Worksession	Council Chambers
Wednesday, February 25, 4:30 p.m.	City Council Meeting	Council Chambers
Thursday, February 26, 4:00 p.m.	Joint C/C/S/T	TBD