

**CITY OF NORTH ST. PAUL
CITY COUNCIL
REGULAR MEETING AGENDA
DECEMBER 17, 2017
6:30 PM**

North St. Paul City Hall – Council Chambers
2400 Margaret Street

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Council Member Thorsen
Council Member Petersen
Council Member Walczak
Council Member Sonnek
Mayor Furlong

IV. ADOPT AGENDA

V. PRESENTATIONS

Dr. Harold R. Broman Jr. Proclamation

VI. CONSENT AGENDA

- A. November 19, 2019 workshop meeting minutes.
- B. November 19, 2019 regular meeting minutes.
- C. December 3, 2019 workshop meeting minutes.
- D. December 3, 2019 regular meeting minutes.
- E. General accounts payable: \$1,524,017.17.
- F. HRA accounts payable: \$98.75.
- G. City Hall Closure Christmas Eve 12-24-2019.
- H. 2020 Equipment purchase and declare surplus property.
- I. Anchor Block Commons Improvements – Cooperative Agreement with DNR.

VII. MEETING OPEN TO THE PUBLIC

Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the Deputy Clerk prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.

VIII. PUBLIC HEARINGS

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

- A. Anchor Block North Preliminary and Final Plat
- B. Animal Licensing Ordinance
- C. 2020 History Cruze Car Show Agreement
- D. Fire Relief Association Pension Increase Request
- E. 2019-2022 Metropolitan Council Water Efficiency Grant Approval
- F. Former BP Gas Station, 2545 Division Street
- G. 2020 S&U Improvement Project Feasibility Study and Set Public Hearing
- H. Membership with the Ramsey Washington Suburban Cable Commission (RWSCC)

X. REPORTS OF CITY MANAGER & DEPARTMENTS

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

XII. GENERAL BUSINESS

XIII. CLOSED SESSION

- A. There are no closed sessions.

XIV. ADJOURNMENT

The next regularly scheduled City Council meeting is Tuesday, January 7, 2020 at 6:30 p.m.

*PROCLAMATION IN RECOGNITION OF
DR. HAROLD R. BROMAN JR
CITY OF NORTH SAINT PAUL*

WHEREAS, on December 5, 1935 Harold Broman was born in Duluth Minnesota; and

WHEREAS, in 1954 Harold Broman graduated from Fond Du Lac High School; and

WHEREAS, in 1957 Harold Broman graduated from Pre-Medicine University of Minnesota in a combined program, where the bachelor's and medical degree were combined in 6 years; and

WHEREAS, on September 19, 1959 he married Margaret Ann Rom; and

WHEREAS, on July 15, 1960 daughter Mari Jean Broman (Olsen) was born while Harold Broman was interning at Bethesda hospital; and

WHEREAS, in 1960 Dr. Harold R. Broman Jr graduated from Medical School, University of Minnesota; and

WHEREAS, in 1961 Dr. Harold R. Broman Jr entered into Medical Practice at North St. Paul Medical Center and his career in the medical field spanned 35 years; and

WHEREAS, in 1962-1964 Dr. Harold R. Broman Jr served in the Air Force; and

WHEREAS, in 1963 daughter Kirsten Joy Broman (King) was born; and

WHEREAS, in 1965 Dr. Harold R. Broman Jr returned to Medical Practice at North St. Paul Medical Center; and

WHEREAS, in 1966 daughter Betsy Lynn Broman (Webb) was born; and

WHEREAS, on Nov. 30, 1967 the family bought a house on Silver Lake in North St. Paul, previously having a house on N. 2nd Street and prior to that renting across from Silver Lake Park; and

WHEREAS, on April 1, 1970 Son Harold Robert Broman III "Gus" was born; and

WHEREAS, from 1972-1976 Dr. Harold R. Broman Jr served as Assistant Professor of Medicine, University of Minnesota; Harold assisted residents at North St. Paul clinic to provide practical experience to medical students; and

WHEREAS, from 1977-1978 Dr. Harold R. Broman Jr served as Chief of Staff at St. John's Hospital; and

WHEREAS, from 1979-1983 Dr. Harold R. Broman Jr served as President of Minnesota Medical Board of examiners, appointed by Governor Al Quie; and

WHEREAS, in 1982 founded the first North St. Paul Prayer Breakfast with Mayor Bill Sandberg, Ray Enright (Lillie Newspaper), and Crist Langlett; and

WHEREAS, in 1986-1990 Dr. Harold R. Broman Jr served on the Health Resources Board to begin building of St. John's Hospital in Maplewood, MN; and

WHEREAS, in 1996 Dr. Harold R. Broman Jr retired from practicing Medicine, having delivered over 1,400 babies during his tenure at the North St. Paul Medical Center; and

WHEREAS, from 1997-2000 Dr. Harold R. Broman Jr traveled on medical mission trips to Mongolia and China.

NOW THEREFORE, BE IT RESOLVED, that Dr. Harold R. Broman Jr receives the highest commendation for the manner in which he has lived his life, served his community and been a shining example to the residents of North St. Paul.

Dated this 17th day of December, 2019

Terrence J. Furlong, Mayor

City of North Saint Paul
November 19, 2019
Proposed City Council Workshop Meeting Minutes

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 5:00 p.m.

II. ROLL CALL

Present: Council Member Scott Thorsen
Council Member Candy Petersen
Council Member Tom Sonnek
Council Member Jan Walczak
Mayor Terry Furlong

Staff: City Manager Scott Duddeck, Deputy Clerk Mary Mills, Finance Director Jason Zimmerman.

Guests: Ann Wahlstrom, Ramsey County Library, North St. Paul Branch Manager.
R. T. Luczak, Director of Kokoro Volleyball
Susan Vento, Metropolitan Council Member, District 11.

III. ADOPT AGENDA

On motion by Council Member Petersen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to approve the agenda as presented.

IV. TOPIC(S)

A. Ann Wahlstrom, Ramsey County Library

Ann Wahlstrom, Manager of the North St. Paul Library branch, updated council on the programs and circulation statistics. Ramsey County has a lease at the Community Center for the library through 2024. R.T. Luczak of Kokoro Volleyball has an interest in purchasing the Community Center. If that purchase were to take place Kokoro would honor the remaining lease years and terms with the library in that location.

Ms. Wahlstrom reviewed Library issues and service trends, Library services and events, Ramsey County circulation numbers. She also thanked the City and the Fire Department in particular for their participation in Storytime. The Library is researching ways to incorporate an exterior book drop.

There was a request that the old Community Center signage be removed from the outside of the building to help eliminate non-volleyball and non-library patrons from entering the building after hours and at night. There are security concerns. Lighting will need to be addressed as well.

B. Susan Vento, Metropolitan Council

Susan Vento, Metropolitan Council Member, District 11, was present and inquired what the City's needs were. City Manager Duddeck noted that the City is looking for grant/funding opportunities toward waste water cost and infrastructure for aging cities, in addition to storm water runoff. Are there opportunities for collaborative grants with the City of Oakdale.

C. Jason Zimmerman Fund Balance Policy

Fund Balance measures the net financial resources available to finance expenditures of future periods within Governmental Funds of the City. In 1988 the City Council set a policy that established the fund balance of the General Fund at the end of the year allowing the fund balance to grow by \$5,000 every year when revenues exceed expenditures and that any excess be split evenly between the Street Improvement Fund and the Equipment Fund. As the budget has grown over the years the percentage of the ending fund balance into the next year had been decreasing.

In 2002 the City Council passed Resolution 02-110 establishing that the end of the year fund balance of the General Fund be allowed to grow to 25% of the subsequent year's budgeted expenditures with any excess still being split between the Street Improvement Fund and the Equipment Fund.

The Governmental Accounting Standards Board ("GASB") issued Statement 54 ("GASB 54") in 2009 with an effective date of 2011. GASB 54 is a standard for governmental fund balance reporting and governmental fund type definitions. The proposed fund balance policy aligns with this standard and also incorporates two significant changes:

- Increase in fund balance at year end from 25% to 35% in accordance to the State of Minnesota Office of the State Auditor.
- City Council shall approve transferring excess fund balance above the 35% threshold in the subsequent year.

This policy only addresses the General Fund. The General Fund shall pay for general fund activity.

D. Jason Zimmerman, Park Fund discussion

City staff have prepared a requested 2020 budget for the Park Fund. The programming requested is similar to prior years. This includes: Concerts in the Park, Trick or Treat Trail, Egg Hunt, Star Watch, Fire and Ice and Food Truck Night.

Currently funding for the Park Fund comes from three major sources: Local Government Aid, park rental fees, and donations.

In addition to maintaining current programming, staff is requesting that the Park Fund begin contributing to the Building Maintenance Fund in the amount of \$10,000 for 2020. The Park Fund currently does not contribute to the maintenance costs for the parks.

Staff has also prepared a list of potential park projects for 2020 within the park system. Future discussions will need to be held to complete a Parks Capital Improvement Plan (CIP) to outline a timeline for projects and funding sources.

The Park Fund serves a different purpose than it did ten years ago. There was discussion as to the need for an updated Park Improvement Plan, what items the Park Fund should pay for/contribute to. Currently there is a Park Fund, a Park Dedication Fund, and the General Fund. Each has a different purpose. Staff and council need to clarify how funds are used and earmark the money year to year. Should the City create a park maintenance fund. We need a clear definition and how we operate. Staff will review the funds and bring a recommendation back to the Council.

V. OTHER BUSINESS

There was no other business.

VI. ADJOURNMENT

There being no further business, on motion by Council Member Petersen, seconded by Council Member Sonnek, with all present voting aye (5-0), Mayor Furlong adjourned the workshop meeting at 6:25 p.m.

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager/Clerk

**City of North Saint Paul
November 19, 2019
Proposed Regular City Council Meeting Minutes**

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 6:32 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. ROLL CALL

Present: Council Member Thorsen
Council Member Petersen
Council Member Walczak
Council Member Sonnek
Mayor Furlong

Staff: City Manager Scott Duddeck, City Engineer Morgan Dawley, City Planner Ryan Krzos, Finance Director Jason Zimmerman, Fire Chief Jason Mallinger, Community Development/Parks & Recreation Coordinator Keith Stachowski, City Attorney Soren Mattick, Deputy Clerk Mary Mills.

IV. ADOPT AGENDA

On motion by Council Member Petersen, seconded by Council Member Thorsen, with all present voting aye (5-0), motion carried to approve the agenda as submitted.

V. PRESENTATIONS

Fire Prevention Poster Awards

Fire Chief Jason Mallinger stated October 6-12, 2019 was Fire Prevention Week. He reviewed the North St. Paul Fire Department fire safety and prevention education efforts in classrooms and homes, as well as large group presentations and public safety open houses. He noted 6 elementary schools were visited, and 5 firefighters spent 30 hours with over 1,100 students, with a goal of creating a lasting impression on local youth regarding fire safety and prevention.

Fire Chief Mallinger stated this year's theme was "Not every hero wears a cape, plan and practice your escape". He added the intent is to engage students, so they know what to do in case of a fire both at school and home, including how to test smoke detectors. He noted the Fire Department sponsored a poster contest featuring this year's theme that was open to all local students in Kindergarten through fifth grade, and over 500 entries were received.

Fire Chief Mallinger presented awards to three students in three age groups. He added first place-winning entries from each age group will be submitted to the Minnesota State Fire Chiefs Association for a statewide contest.

Fire Chief Mallinger invited contest winners to join him at the podium to receive their award. K-1st Grade awards: 3rd place - Ashlynn Hansmann, first grader at Christ Lutheran; 2nd place - Ella Petersen, first grader at St. Peter; and 1st place - Hazel Evgen, first grader at Christ Lutheran. 2nd - 3rd Grade awards: 3rd place - Eliza Bella Yang, third grader at Webster (not present); 2nd place - Aubrey McCoy, second grader at Cowern; and 1st place - Latrice Sanders, third grader at Webster. 4th - 5th Grade awards: 3rd place - Daniel Mint, fourth grader at Christ Lutheran; 2nd place - Jack Gill, fourth grader at St. Peter; and 1st place - Lauren Radcliffe, fourth grader at St. Peter.

The City Council meeting went into a 5-minute recess at 6:42 p.m.

VI. APPROVAL OF CONSENT AGENDA

On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to approve the consent agenda, Resolution No. 2019-150 consisting of:

- A. November 5, 2019 regular meeting minutes.
- B. General accounts payable: \$1,988,167.97
- C. HRA accounts payable: \$2,688.12
- D. Reschedule December 10, 2019 Council Retreat Workshop to Tuesday, November 26, 2019 at 6:00 p.m.
- E. 2019-2020 Well Sealing Policy

VII. MEETING OPEN TO PUBLIC

John Schmahl stated the Tennis garbage hauler truck was on Chisholm Avenue during the first week in October but bags of leaves and a root ball were not collected, so he notified City Staff. He added it has been five weeks and the items were still there this week.

Mr. Schmahl stated the Tennis garbage truck was on Chisholm Avenue again this week. He added a resident indicated that the truck got too close to the curb and knocked over a tree. He asked whether residents can leave bags of leaves out to be picked up by Tennis. Mr. Duddeck confirmed there is a per bag cost for collection of yard waste, for which residents can subscribe on a monthly basis. He added the Public Works Department cleared up the fallen tree.

Mr. Schmahl stated trees should not be hanging so close to the roadway that they can get knocked over by garbage haulers. Mr. Duddeck stated City Staff have discussed clearing and trimming of trees to ensure access for snowplows. He added yard waste collection will continue through the end of November, which is longer than previously scheduled.

VIII. PUBLIC HEARINGS

A. 2018 Stormwater Pollution Prevention Plan (SWPPP) Annual Review and Public Meeting

Mr. Duddeck stated the annual Stormwater Pollution Plan meeting is required under the Minnesota Pollution Control Agency (MPCA) MS4 regulations for stormwater systems. He introduced Keith Stachowski, Community Services/Parks and Recreation Coordinator.

Mr. Stachowski stated the Stormwater Pollution Plan meeting will be conducted at tonight's City Council meeting to allow the City's viewing audience have access to the meeting and information that is presented. He added the meeting and subsequent permit application is required every five years under the MPCA's Municipal Separate Storm Sewer System regulations (MS4).

Meghan Litsey, an environmental consultant with WSB providing support for the MS4 program, stated the MS4 permit regulates storm sewer systems in various jurisdictions, including cities, counties and districts, to address stormwater run-off. She added efforts include public awareness and education regarding residential run-off.

Ms. Litsey reviewed the MPCA's control measures: public education in partnership with Ramsey/Washington Metro Watershed District; public participation; illicit discharge, detection and elimination; construction and post-construction management; and good housekeeping for municipal operations. She added implementation of the 2020 program is dependent upon permit renewal, and new program components will be addressed when there is more information. She noted additional information is available online on the City's website, the MPCA website, and the Watershed District's website.

Council Member Thorsen stated there was significant run-off from a holding pond near Highway 36 over Memorial Day weekend 2019. He asked whether these types of run-off issues are addressed on a complaint basis, or if there is someone assigned to do inspections during construction projects.

Mr. Stachowski stated observation and notice from residents is helpful, but inspectors should be on-site within 48 hours of a heavy rain event.

Ms. Litsey stated weekly inspections and rain inspections should be occurring weekly on development sites to ensure that run-off issues are addressed in a timely manner.

Commissioner Walczak stated homeowners on Silver Lake have started grass buffers along the lakeshore, that make a big difference in terms of blocking phosphorus and nutrients from getting into the lake. She added it would be great if more homeowners on the lake would follow that lead.

Donald Bienek stated he has seen a lot of leaves in the street, as he makes an effort to keep his drains open.

Mr. Duddeck stated the street sweeper will be employed as long as weather allows.

Mayor Furlong stated residents should be aware of the importance of removing debris around sewer drains.

Mayor Furlong requested a copy of the PowerPoint presentation. Ms. Litsey agreed. Mr. Duddeck stated the PowerPoint presentation would be uploaded to the City website.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. 2104 Eldridge Avenue E Minor Subdivision and Conditional Use Permit

Ryan Krzos, Planner with WSB, reviewed a request for a conditional use permit and minor subdivision at 2104 Eldridge Avenue, submitted by Seth Peterson on behalf of Coastland Productions and property owner Donald Quist. This request will allow the applicant to subdivide the property to create 3 new home sites and demolition of the existing home at 2104 Eldridge Avenue E, for a total of 4 new lots. Each lot would have a lot area that is substandard to the normal R-1 minimum of 7920 square feet although special infill housing allows a deviation of 10%.

Mr. Krzos stated the proposed homes fit in with the low-density neighborhood with traditional building designs, split level living and attached garage oriented toward the road. The Planning Commission held a public hearing and one resident expressed concerns about density and drainage issues in this neighborhood. The City Engineer has reviewed the proposed grading plans and included a few recommendations for conditions for approval. The City Engineer does not have any larger concerns about drainage associated with the proposed development.

Mr. Krzos stated City Staff recommends approval of two resolutions related to this request for a conditional use permit for special infill housing.

On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to adopt Resolution No. 2019-151 Approving Conditional Use Permit for Special Infill Housing Located at 2104 Eldridge Avenue E.

On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to adopt Resolution No. 2019-152 Approving Minor Subdivision for Property at 2104 and 2120 Eldridge Avenue E.

Mr. Duddeck stated 2 new addresses have been created for the site. The addresses will be 2108 and 2112 Eldridge Avenue E.

B. Authorize Amended Feasibility Study for 2020 Street and Utilities 7th Avenue Project

Morgan Dawley, City Engineer, WSB, reviewed the feasibility study for the 2020 Street and Utility Improvement Project, which has been narrowed down to one project on 7th Avenue

between 1st and 3rd Streets, and some portions of 2nd Street. He requested the City Council's consideration of authorizing the City Engineer to update and revise the feasibility study and review overall improvements before bringing it back to the City Council for final approval. He added it is not anticipated that this will affect the bidding schedule.

Mayor Furlong asked how long the project will last. Mr. Dawley stated there are times when 7th Avenue will be closed to traffic, as it is easier and safer for contractors to complete heavy projects when roads are closed. Alternate routes in and around town will be sign posted.

On motion by Council Member Walczak, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to adopt Resolution No. 2019-153 Authorizing Preparation of Feasibility Study and Preliminary Report for the 2020 Street and Utility Improvement Project.

C. 2020 Fee Schedule – first review and reading

Mr. Duddeck presented the proposed 2020 fee schedule. He added no action is required at tonight's meeting. He noted the fee schedule will be presented and reviewed at the City Council's December 3, 2019 meeting.

Mr. Duddeck stated most fees remain the same. He added City Staff have received feedback regarding the \$300 deposit for park building rentals, which he would like to discontinue as it is labor intensive and a hardship for residents. He asked the City Council to consider eliminating the deposit. He noted language could be added to the park rental application form regarding responsibility for damages.

Council Member Walczak asked whether there have been issues at Casey Lake Park, when the deposit has been kept, and whether residents could be billed instead. Mr. Duddeck stated there was an additional clean-up necessary after a rental, and a portion of the deposit was withheld. He added he is not aware of any other issues. He added residents could be billed but it might be difficult to collect payment.

City Attorney Soren Mattick stated residents could be billed. He added a deposit is meant to be an incentive but can cause hardship and complaints related to cash outlay to reserve a park shelter months in advance. He added it might make sense to give it a try.

Council Member Thorsen stated the process of taking a deposit and then refunding it months later is time and labor intensive and holding the check does not really eliminate the additional work that is created.

Mr. Duddeck stated no action is required at tonight's meeting. He added the fee schedule will be presented to the City Council for adoption at their December 3, 2019 meeting.

Mayor Furlong requested clarification regarding the solar fee. Mr. Duddeck stated that is a fee that was added as part of the contract inspector's fees and is a reflection of a shift in the types of electrical fees.

Council Member Thorsen stated he supports the elimination of deposits as there has not been a problem, and the City Council can revisit the issue if problems occur.

Council Member Thorsen stated he supports elimination of cat, dog and dog kennel licenses, which are difficult to enforce and have become obsolete with microchip technology and social media. He added the City of Maplewood eliminated their pet-related licensing fees.

Mr. Duddeck stated this is addressed in the Ordinance, so an amendment would be necessary.

Council Member Sonnek asked for clarification regarding the purpose of registration and fee for pet licenses. Mr. Duddeck stated the City wants to ensure that dogs are vaccinated and registered so they can be returned to their owner if they are lost. He added this is a labor-intensive process and there is a cost involved, including purchase of license tags. He noted City Staff can put something together to address an Ordinance change.

Mayor Furlong requested additional information from Code Enforcement, to see whether there is something else triggered in the Code in relation to pet licenses and registration. Mr. Duddeck agreed. He added the ordinance would need to be updated to some extent.

Council Member Thorsen stated he does not support a raise in utility rates while there are unanswered questions about the budget and future capital improvement plans. He added the City will not be in a bad situation if rates are kept the same as they are now. He noted he has proposed the elimination of the Street light fee, an issue about which the City Council is waiting for additional information from City Staff.

Mr. Duddeck agreed to follow up with the Electric Director. He stated this item is related to new equipment required in connection with upgrading the City's street lights to LED bulbs. He added City Staff have indicated the LED bulbs result in a 50-60% decrease in energy costs, but no adjustment has been made for that. He noted the item does not include labor, as the City's Electric Department does the labor.

Council Member Sonnek stated he agrees that fees related to streetlights are questionable, especially when residents do not have a streetlight on their street. He added, however, the money would have to be made up from somewhere else if the streetlights fee is eliminated.

Jason Zimmerman Finance Director, stated residential accounts, including the franchise fee, will see a 3% increase.

Council Member Thorsen asked whether any progress has been made on amending the utility bill process. Mr. Duddeck stated that is an ongoing process.

Mr. Zimmerman stated the utility billing process is much more complex than originally thought. The software is outdated, and billing information is submitted to a third party for bill printing and mailing. The printed bill does not provide any data calculations and the lack of test database environment makes it difficult to test daily operations and configurations. He noted he has some additional information that he can resent at an upcoming City Council meeting.

Mr. Stachowski stated his goal is to have this review complete for November goals into December. He added the City Council can review this at their next work session.

Council Member Thorsen stated the streetlight fee complicates the utility bill, which the City is trying to simplify. He added many residents express frustration about the fee as they do not have a streetlight. He noted, if the fee is removed, the difference could be balanced with a cost adjustment.

Mr. Duddeck stated the streetlight fee would take on a name change to reduce confusion. He added this would be brought back to the City Council for consideration.

Mr. Duddeck stated the fee schedule reflects that there is no increase in garbage and recycling rates.

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Duddeck stated construction continues at the Anchor North site, although there is 6-8 inches of frost which will have an impact on the schedule. He added materials to be transported to the site will be brought in and stockpiled for use in Spring 2020.

Mr. Duddeck requested an update from Mr. Dawley on the bid package for the Anchor North site in preparation for Spring 2020 construction season.

Mr. Dawley stated bids will be brought back the City Council as soon as possible. He added, due to the holidays and winter weather, contractors will be given the opportunity to bid after the New Year. He noted contract bid awards will be presented for City Council review at their second meeting in January 2020.

Mr. Duddeck stated three parties are currently working on agreements for the Anchor North site, with bids going out as soon as possible and anticipated spring construction.

Mr. Duddeck stated the new M&I townhomes have at least one new tenant who moved in before Thanksgiving. He added the new addresses were forwarded to local authorities including the United States Postal Service but there has been confusion due to a change in mail delivery routes. He added City Staff are working to resolve these issues.

Mr. Duddeck stated the paving project near Richardson School has been completed, and the School District is requesting “no parking during school hours” signage on the south side of 17th

Avenue, which is a County road. He added the signage would be placed between 1st Street and 2nd Street as buses exit from the school drive at that location.

Mr. Duddeck stated a potential four-way stop is being considered at 1st Street and 15th Street, which would increase safety for students. He added signage that the location has been removed while this issue is reviewed.

Mr. Duddeck stated plans for proposed development at the former City Hall site will be presented to the City Council at their December 3, 2019 meeting. He added construction will probably begin in February 2020.

Mayor Furlong requested an update on construction of Suite Living Senior Care assisted living facility. Mr. Duddeck stated the contractors are working on completing the project.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Petersen stated the League of Minnesota Cities held their annual meeting, at which a main topic for discussion was the increase in the incidence of Post-Traumatic Stress Disorder for first responders.

Council Member Petersen stated the Park and Recreation Commission meeting is scheduled for tomorrow, November 20, 2019.

Council Member Petersen stated two homes in North St. Paul have been nominated for Home Improvement Awards, which will be awarded in January 2020.

XII. GENERAL BUSINESS

Council Member Petersen stated the recent meeting regarding Highway 36 and Highway 120 was well attended, which she believes will be moving forward. She added there were a lot of good ideas and information.

Council Member Petersen stated a new fire pit has been installed behind the museum, which was constructed as part of a project similar to Boy Scouts.

Council Member Petersen congratulated the North High School Polars Volleyball team, who took 3rd place in the State Tournament.

Council Member Petersen wished everyone a happy Thanksgiving.

Mr. Duddeck stated signage on the former community center will be removed from the building. He added signage will reflect the building's current tenants, Ramsey County Library and Kokoro Volleyball.

Mayor Furlong stated a recent meeting was held to discuss the future of the Highway 36/Highway 120 interchange. The meeting brought together legislators, representatives of

Ramsey and Washington Counties, MnDOT and local residents and City Staff to discuss potential future plans for Century Avenue, from Century College to Highway 94.

Mayor Furlong stated meeting participants liked the phrase “Smart Corridor” to refer to the roadway, which was suggested by Mr. Dawley. The information discussed will be used to complete a feasibility study and continue to keep the project moving along.

Mr. Duddeck stated representatives from North St. Paul who attended the meeting gave a strong message of support for the project and to ensure that it keeps moving.

Mayor Furlong stated an event at Veterans’ Park on Veterans’ Day was well attended, and a very nice event despite the cold windy weather. He thanked all the participants and attendees.

Mayor Furlong wished everyone a happy and safe Thanksgiving.

XIII. CLOSED SESSION

There was no closed session.

XIV. ADJOURNMENT

There being no further business, on motion by Council Member Sonnek, Seconded by Council Member Thorsen, with all present voting aye (5-0), Mayor Furlong adjourned the meeting at 8:19 p.m.

Terrence J. Furlong, Mayor

Attest: _____
Scott A. Duddeck, City Manager

City of North Saint Paul
December 3, 2019
Proposed City Council Workshop Meeting Minutes

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 5:00 p.m.

II. ROLL CALL

Present: Council Member Scott Thorsen
Council Member Candy Petersen
Council Member Tom Sonnek
Council Member Jan Walczak
Mayor Terry Furlong

Staff: City Manager Scott Duddeck, Deputy Clerk Mary Mills, City Attorney Andrea Pohler, Finance Director Jason Zimmerman, Public Works Superintendent Ron Ritchie, Public Works Director Nick Fleischhacker, Director of Electric Utilities Brian Frandle.

Guests: R. T. Luczak and Jennifer Brathol, Directors of Kokoro Volleyball

III. ADOPT AGENDA

On motion by Council Member Petersen, seconded by Council Member Thorsen, with all present voting aye, Council Member Sonnek absent for the vote (4-0), motion carried to approve the agenda as presented.

IV. TOPIC(S)

A. Community Center Proposal.

R.T. Luczak and Jennifer Brathol, Directors of Kokoro Volleyball, were present to begin discussions related to their interest in purchasing the Community Center. Items that will need to be worked out are: 1) The parking lot serves the public as well as Franklyn Pond Apartments. There would need to be a variance for the parking requirements. 2) An easement agreement would need to be in place. 3) upon sale of the building who will plow, resurface the parking lot, etc. 4) the Library contract is unbreakable. R.T. will honor the terms of the current agreement. R.T. also indicated that there could be the possibility of leasing to own until the Library Lease expires. 5) the appraisal needs to be looked at carefully.

B. Street Light Payback for LED Lights

As part of the budget discussions the topic of charging for street lights on the utility bill has been a recurring question. If the city no longer charges for them then there is a shortfall in the budget that needs to be recovered from somewhere else. The city could roll it into the electric rates but then it would be taxed. As it is now the fee is not taxed. If the fee gets rolled into the General Fund that would equate to a 2% levy increase.

Director of Electric Utilities Frandle stated that in 2013/2014 the electric department changed out the high pressure sodium light fixtures to LED fixtures on North Saint Paul streets as well as in the parks and parking lots. They changed out 592 light fixtures and retrofitted 136 fixtures to receive an LED bulb. On average it took two linemen about two hours, per fixture, to do the work. He reviewed the breakdown of the costs to change over to LED street lights.

At this time no changes will be made.

C. 2020 Equipment Replacement

City staff is requesting approval to purchase several new pieces of equipment in 2020. City Manager Duddeck, Public Works Superintendent Ron Ritchie, Public Works Director Nick Fleischhacker reviewed the proposed list and purchase amounts. All surplus items will be sold via online auction or traded in. All replacement units have reached the end of their serviceable life with the City.

In each category, staff has researched several units and brands and decided the best brand for overall usability, City needs, and resale value. All purchases are State bid pricing. Some of these items can take up to eight (8) months to receive from the time the order is placed, so timing to order is critical to get in on the 2019 pricing.

The Council expressed its support for placement of this item for approval at the December 17, 2019 City Council Meeting.

V. OTHER BUSINESS

Finance Director Zimmerman gave an update on the utility bill issue. He noted that there has finally been progress on the layout and the tax line item. He commended Utility Billing Coordinator Barb Huelsman for her relentless work on remedying this issue.

City Manager Duddeck handed out a copy of the letter that was sent out to property and business owners near 7th Avenue in the downtown area of North St. Paul to provide information about the upcoming 2020 History Cruze Car Show and the proposed public infrastructure improvements and redevelopment projects for 2020.

VI. ADJOURNMENT

There being no further business, on motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), Mayor Furlong adjourned the workshop meeting at 6:25 p.m.

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager

**City of North Saint Paul
December 3, 2019
Proposed Regular City Council Meeting Minutes**

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 6:47 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. ROLL CALL

Present: Council Member Thorsen
Council Member Petersen
Council Member Walczak
Council Member Sonnek
Mayor Furlong

Staff: City Manager Scott Duddeck, City Planner Erin Perdu, Finance Director Jason Zimmerman, Community Development/Parks & Recreation Coordinator Keith Stachowski, City Attorney Soren Mattick, Deputy Clerk Mary Mills.

IV. ADOPT AGENDA

On motion by Council Member Petersen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to approve the agenda as submitted.

V. PRESENTATIONS

A. Parks and Recreation Commission annual update and 2020 Goals

Mayor Furlong welcomed Parks and Recreation Chair Lloyd Grachek and Commission Members Larry Amsden, Tim Cole, and Ingrid Koller.

Chair Lloyd Grachek reviewed Parks and Recreation Commission projects for 2019, including a new playground and ADA-accessible trail ways at Colby Hills and renovation of the tennis courts at Silver Lake with multi-purpose striping for both tennis and pickle ball. He stated the City Council approved these projects earlier in 2019. He added 3-4 community outreach events are held yearly to get public feedback and comments on parks issues. The Police Department is involved in these meetings and addresses public safety issues. He noted these events are well-received by residents.

Commission Member Ingrid Koller stated the annual Silver Lake Splash was held at Silver Lake Beach, and \$7,444 was raised to help pay for lifeguards at the beach. She thanked the City for

their support with the event. She added these types of events require a lot of volunteers, and the Commission welcomes residents interested in volunteering.

Chair Grachek stated Star Watch was held at the ballfield with telescopes set up by WCCO's Mike Lynch. He added there were 48 participants, and the weather was good this year. He noted two concerts were scheduled at Casey Park, although one concert had to be cancelled due to rain.

Chair Grachek stated improvements at Southwood Nature Preserve have been coming along nicely, including enhancement of natural habitat areas. He noted Southwood had several clean-up events. He thanked the North High School Track & Field coaches and athletes for their help and support. He added over 2,500 people attended the Easter egg hunt, and over 4,000 people attended Trick or Trail, both of which were successful events. He noted residents expressed their support for these events, as a way of getting people out into the community.

Chair Grachek stated the food truck event at Hause Park was a big success, with 8 local vendors, 250 residents in attendance and featuring a performance by "Any Day Now".

Commission Member Koller stated the second annual Fire and Ice Festival will be held at Hause Park on January 3 from 5:00-8:00 p.m., hosted by the Parks and Recreation Commission in partnership with District 622 Community Education, and sponsored by the Salvation Army. This is a free event open to the public, featuring skating, bonfires, hot cocoa and smores.

Mayor Furlong stated the 2019 Fire and Ice Festival was a big success, and many residents commented that it was a great community event.

Commission Member Koller stated the Polar Explorers program, co-sponsored by the Parks and Recreation Commission and District 622 Community Education, was a series of workshops for local youth during the summer. She added over 75 participants attended each event, and there was a great response to this program.

Chair Grachek stated the Commission has been working with WSB consultants on a plan for Polar Park, to address playground equipment as well as trail accessibility in compliance with ADA regulations, which is a goal for all future projects in the City.

Chair Grachek stated, in terms of goals for 2020, the community events planned in 2019 will be continued throughout the coming year. Options for trails and paths in Northwood Park will be reviewed to increase connectivity from the park to street, and a new park building is being discussed. The Commission will also be discussing amenity options for Southwood Nature Preserve; ideas for the McKnight tennis courts as well as a dog park; and general review of necessary parks improvements over the next several years.

Council Member Petersen thanked the Parks and Recreation Commission for their hard work and dedication. She added the City Staff Liaison will in 2020 will be Keith Stachowski.

Mayor Furlong thanked the Parks and Recreation Commission members for the wonderful work they do and their focus on growing great community spaces in North St. Paul.

Chair Grachek stated it is an honor and a pleasure to collaborate with the Commissioners. He thanked the City Council for their support of the Commission. He added he looks forward to working with the City Council on upcoming parks projects.

VI. APPROVAL OF CONSENT AGENDA

- A. General accounts payable: \$762,024.27.
- B. HRA accounts payable: \$10,092.50.
- C. Adoption of Fund Balance Policy. Resolution No. 2019-155.

On motion by Council Member Sonnek, seconded by Council Member Thorsen, with all present voting aye (5-0), motion carried to approve the Consent Agenda as presented, Resolution No. 2019-154.

VII. MEETING OPEN TO PUBLIC

John Schmahl stated he noticed one of his neighbors put out many items around their garbage container on Tuesday night, for Wednesday by waste pick-up Tennis Sanitation. He added the Tennis truck driver had to get out of the truck to throw the items up into the truck. He asked whether there is an agreement for cost of pick-up of extra items. He expressed concern that this is a safety issue for the drivers.

Mr. Duddeck stated residents can call ahead to arrange for items to be picked up for an additional charge. He added they can leave items out for pick-up without calling ahead, and City Staff receives a report from Tennis for billing purposes.

Mr. Schmahl stated a truck with a back-lit billboard has been parked at various spots in the strip mall parking lot for the past week. He added it has to do with the new pawn shop. He asked whether the truck and sign have been authorized by the City. Mr. Duddeck agreed to look into this issue.

VIII. PUBLIC HEARINGS

There were no scheduled hearings.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. 2040 Comprehensive Plan Adoption

City Planner Erin Perdu reviewed consideration of adoption of the proposed 2040 Comprehensive Plan after almost 2 years of planning efforts by City Staff, the City Council and residents of North St. Paul. She added the Comprehensive Plan, deemed complete by the Metropolitan Council in August 2019 and approved in November 2019, to be reviewed and adopted by the City Council at tonight's meeting. She noted the Metropolitan Council has

found the North St. Paul 2040 Comprehensive Plan to be consistent with regional plans and policies.

Ms. Perdu stated, upon adoption, City Staff and the Planning Commission will review the City's zoning map to ensure it is consistent with the Comprehensive Plan. She added the Metropolitan Council's timeline for that process is 9 months.

Council Member Thorsen stated a lot of information referenced in the Comprehensive Plan is based on 2010 Census data. He added the Comprehensive Plan could potentially require major updates based on 2020 Census data. He asked if there is a reason for the timing and whether it is the same for all Metro-area cities. He asked how development in North St. Paul will be affected by the Comprehensive Plan, if approved.

Ms. Perdu confirmed the timing is the same for every municipality, and a regional plan is developed that is used to forecast population data. She added development is anticipated in the Comprehensive Plan, which is designed to be consistent with the potential for future redevelopment. She noted the North St. Paul Redevelopment Master Plan is thorough and sets the tone for future development projects.

Councilmember Walczak requested clarification regarding a reference to "25 units of affordable housing" on page 82 of the Comprehensive Plan. Ms. Perdu stated that figure refers to the allocation of affordable housing units in relation to the number of acres that would be required to support potential affordable housing. She added this shows that the City has sufficient area where affordable housing could be built.

Council Member Thorsen expressed concern regarding the mandated requirement that cities must participate in this process, and excessive time and funding that goes into producing the Comprehensive Plan. He added it is not a criticism of the hard work and efforts of WSB consultants and City Staff. He noted there will be a lot of change in the City of North St. Paul over the next two years in terms of development.

Council Member Thorsen expressed his intent to cast his vote against adoption of the 2040 Comprehensive Plan.

City Attorney Soren Mattick stated the vote requires a 4/5 majority vote of the City Council.

On motion by Council Member Petersen, seconded by Council Member Sonnek, with Mayor Furlong and Council Members Petersen, Sonnek and Walczak voting aye, Council Member Thorsen voting nay (4-1), motion carried to adopt Resolution No. 2019-156 approving the 2040 Comprehensive Plan.

B. 2020 Municipal Fee Schedule and Rates, Ordinance No. 787

Mr. Duddeck reviewed the Annual Fee Schedule for 2020 fees and utility rates. Items removed from the fee schedule are \$300 deposit for park rentals, hydrant meter deposits, and fees for animal licenses for cats and dogs. The dangerous dog annual registration fee remains in the fee

schedule. Removal of these fees was previously discussed by the City Council. All other fees remain as proposed.

Mr. Duddeck stated, if the fee schedule is adopted, City Staff will amend the animal Ordinance to reflect these changes for review by the City Council at their December 17, 2019 meeting.

Commissioner Walczak asked whether the park rental alcohol fee of \$300 will be removed. Mr. Duddeck stated all deposits related to park rentals have been removed, including alcohol. He added 2020 park shelter rental reservations opened on December 2, 2019, and the deposit fee removal was very well received by residents. He noted removal of both of these fees frees up administrative staff time.

On motion by Council Member Sonnek, seconded by Council Member Walczak, with Mayor Furlong and Council Members Petersen, Sonnek and Walczak voting aye, Council Member Thorsen voting nay (4-1), motion carried to adopt Ordinance No. 787 approving the 2020 Municipal Fee Schedule and Utility Rates.

C. 2020 Street and Utilities Project Reimbursement Resolution

Finance Director Jason Zimmerman reviewed the street utility project reimbursement, which is required 60 days before the City issues bonds and project costs are incurred. The amount of \$6.1 million is an estimate based on information from the City's engineering consultants.

On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to adopt Resolution No. 2019-157 Declaring the Official Intent of the City of North St. Paul to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City.

D. 2020 Budget and Levy Overview and Truth-In-Taxation Public Meeting

1. Adopt Resolution for 2020 Final General Fund Budget and Levy

Mr. Zimmerman reviewed the Truth in Taxation hearing, during which the 2020 Budget and Tax Levy will be presented, and public input and comments will be received before recommended approval by the City Council. He stated specific market values will not be addressed as they are determined by the Ramsey County Assessor's Office.

Mr. Zimmerman stated Ramsey County determines 2019 property values, which are the basis for taxes payable in 2020. The City of North St. Paul set a preliminary levy by September 30, 2019, with notices sent to residents by Ramsey County between November 11-24, 2019. The City-proposed levy of 5% increase from 2019 is the smallest percentage of increase since 2014, and tax rate reduction on median residential homesteads is the largest reduction since 2015. Median residential values for 2019 increased 16.1% for taxes payable in 2020. The HRA and EDA levies will increase 6.75% from 2019.

Mr. Zimmerman stated the 2020 proposed budget includes increased public safety resources, including newly budgeted positions; an increase in services related to new development projects; maintaining and expanding City Staff-related services; and continuation of a balanced budget that is supported by the levy.

Mr. Zimmerman stated Ramsey County assessments and market values were reviewed for purposes of comparison. The City of North St. Paul experienced the largest value percentage and dollar value increase of all Ramsey County cities. The residential tax base is growing at a faster rate than other segments.

Mr. Zimmerman stated the statutory cap for the HRA and EDA levies is set at 6.75% for each levy.

Mr. Zimmerman stated City Staff received 2 calls from residents requesting information about their homes' market value increase. He added the residents were referred to the Ramsey County Assessor's Office.

Mr. Zimmerman stated two property tax refunds are available in the State of Minnesota, details of which can be found on the State website. He added a senior citizen property tax deferral program is also available.

Mr. Duddeck thanked Mr. Zimmerman for his presentation. He added Mr. Zimmerman's hard work and dedication has brought transparency to the budget process. He noted all the information included in the presentation is available on the City's website.

Mayor Furlong thanked Mr. Zimmerman for his presentation, and for his hard work on his first budget for the City of North St. Paul.

On motion by Council Member Petersen, seconded by Council Member Sonnek, with Mayor Furlong and Council Members Petersen, Sonnek and Walczak voting aye, Council Member Thorsen voting nay (4-1), motion carried adopt Resolution No. 2019-158 approving the Final 2020 General Fund Budget and setting the Final 2020 Purpose and Debt Service Levies.

Discussion during motion: Council Member Thorsen thanked Mr. Zimmerman for his thorough, informative presentation. He stated residents of North St. Paul will be negatively affected by an increase in property taxes. He expressed his belief that 2020 is not the year to raise the debt levy and utility rates. He stressed that he plans to vote against the levy, but this not a reflection of the hard work and efforts of City Staff.

2. Adopt Resolution for 2020 Final HRA Levy

On motion by Council Member Walczak, seconded by Council Member Sonnek, with Mayor Furlong and Council Members Petersen, Sonnek and Walczak voting aye, Council Member Thorsen voting nay (4-1), motion carried to adopt Resolution No. 2019-159 approving the Final 2020 Tax Levy for the North St. Paul Housing and Redevelopment Authority.

3. Adopt Resolution for 2020 Final EDA Levy

On motion by Council Member Thorsen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to adopt Resolution No. 2019-160 approving the Final 2020 Tax Levy for the North St. Paul Economic Development Authority.

4. Adopt Resolution for 2020 Final Enterprise Budgets

Mr. Zimmerman reviewed a memo and Resolution related budgets for the electric water, wastewater, surface water, solid waste and fiber optic funds. He added City Staff recommends City Council approval of the proposed budgets.

On motion by Council Member Sonnek, seconded by Council Member Walczak, with Mayor Furlong and Council Members Petersen, Sonnek and Walczak voting aye, Council Member Thorsen voting nay (4-1), motion carried to adopt Resolution No. 2019-161 approving Final Enterprise Budgets.

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Duddeck expressed his thanks to Public Works staff for their hard work and efforts with snow removal during the recent snowstorm. He added City Staff has discussed strategies for snow removal in the City's new redevelopment areas. He noted the new sidewalk at Silver Lake will be plowed and maintained by City crews, including detailed snow clean-up after initial plowing.

Council Member Sonnek asked whether it would be possible to use a wing plow to clear snow from both the sidewalk and the street at the same time. Mr. Duddeck stated that option was rejected after reviewed by City Staff due to potential damage. He added the Public Works Department continues to work on plowing enhancement efforts.

Mr. Duddeck stated soil correction efforts at the Anchor North site have revealed a large structure buried 15 feet underground. He added it has been determined that this is the basement structure of a garage on 3rd Street that was connected to the plant at that location. He noted this type of discovery is typical of redevelopment in North St. Paul.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Sonnek stated the Planning Commission meeting is scheduled for Thursday December 5, 2019, at which two public hearings will be held: a request for rezoning and Planned Unit Development for townhomes on 7th Street N, and a minor subdivision on 2300 McKnight Road.

Council Member Petersen stated the Ramsey County League of Local Government's Annual Dinner was held on November 21, 2019 in Roseville. She added a legislative session is planned for February 2020, but a date has not been set.

XII. GENERAL BUSINESS

Mr. Duddeck stated the new pawn shop was scheduled to open on Saturday November 30, 2019, seven days a week. He added the owners have been cooperative and willing to complete necessary improvements.

Council Member Thorsen stated, with regard to Mr. Schmahl's comment about the pawn shop truck with billboards, he drove by this week at different times of day and the truck was parked in different locations. He added the truck might be part of their grand opening. Mr. Duddeck agreed to follow up with the pawn shop owners.

Council Member Petersen expressed her support of two local bars who recently held fundraisers: Polar Lounge held a meat raffle and Neumann's had their annual turkey dinner with free will donations. Proceeds from both events were donated to the local food shelf.

Mr. Duddeck stated a meeting regarding the 2020 History Cruzers Car Show is scheduled for Tuesday, December 10, 2019 at 6:00 p.m. at City Hall in the 2nd floor Training Room. He added commercial and residential property owners in the downtown area were notified of this meeting and invited to discuss and provide feedback regarding downtown redevelopment projects and street work, and whether to move the Car Show to Henry Street. He noted this issue will be reviewed at the City Council's December 17, 2019 meeting.

Mayor Furlong stated recently he participated in the KARE-11 "Food Fight" event with Team Perk to raise funds for Second Harvest Heartland. He added he represented the City of North St. Paul along with Council Members Walczak and Petersen and Mr. Duddeck. He noted he joined Mayor Paul Reinke of Oakdale on the KARE-11 morning news.

XIII. CLOSED SESSION

There was no closed session.

XIV. ADJOURNMENT

There being no further business, on motion by Council Member Walczak, Seconded by Council Member Sonnek, with all present voting aye (5-0), Mayor Furlong adjourned the meeting at 8:20 p.m.

Terrence J. Furlong, Mayor

Attest: _____
Scott A. Duddeck, City Manager



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: Mayor & Council Members
FROM: Jacquelyn Lutmer - Accounting Technician
DATE: December 17, 2019
SUBJECT: Recommendation of approval of GENERAL claims list.

Claim Date

12/6/2019 Payroll Register DD		\$110,298.75
12/6/2019 Payroll Direct Payables		\$97,786.66
	Payroll Subtotal	<u>\$208,085.41</u>

12/18/2019 Park Rental Refund Checks	134977-134984	\$ 2,700.00
12/18/2019 Utility Refund Checks	134985-135003	\$ 2,244.83
12/18/2019 A/P Checks	135004-135088	\$ 902,322.56
12/18/2019 Drafts	000590-000595	\$ 408,664.37
	AP Subtotal	<u>\$ 1,315,931.76</u>

Grand Total \$ 1,524,017.17

Approved this 17th day of December, 2019

City Manager

Mayor

12-03-2019 1:03 PM

P A Y R O L L C H E C K R E G I S T E R

PAGE: 1

PAYROLL NO: 01 City of North St. Paul

PAYROLL DATE: 12/06/2019

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	61	110,298.75
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	61	110,298.75

*** NO ERRORS FOUND ***

** END OF REPORT **

PACKET: 04360 12/6/19 PAYROLL - 9

VENDOR SET: 01 City of North St Paul *** DRAFT/OTHER LISTING ***

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
E05000		EFTPS						
	I-T1 201912035306	FEDERAL WITHHOLDING	D	12/06/2019		16,249.35	000584	
	I-T3 201912035306	FICA TAXES	D	12/06/2019		13,642.20	000584	
	I-T4 201912035306	MEDICARE TAXES	D	12/06/2019		5,014.16	000584	34,905.71
H08033		H S A BANK						
	I-444201912035306	HSA ACCOUNT	D	12/06/2019		3,552.50	000585	3,552.50
I09137		I C M A DISTRIBUTION CENTER						
	I-2 201912035306	EMP/EMPR DEFERRED COMP	D	12/06/2019		11,093.93	000586	
	I-21 201912035306	EMP/EMPR DEFERRED COMP	D	12/06/2019		3,748.42	000586	
	I-26 201912035306	LOAN PAYMENTS TO ICMA	D	12/06/2019		522.63	000586	
	I-2CM201912035306	CITY MGR 9% DEFERRED COMP	D	12/06/2019		643.29	000586	
	I-2IR201912035306	EMP/EMPR DEFERRED COM	D	12/06/2019		1,135.00	000586	17,143.27
M12900		MNEFTS						
	I-T2 201912035306	MN Income Tax WH	D	12/06/2019		7,206.12	000587	7,206.12
M13320		MN STATE RETIREMENT SYSTEM						
	I-12 201912035306	POST DEDUCTIONS	D	12/06/2019		950.00	000588	950.00
P16470		P E R A						
	I-91 201912035306	6634-00 REG PERA	D	12/06/2019		15,432.00	000589	
	I-92 201912035306	6634-00 PERA PD	D	12/06/2019		18,597.06	000589	34,029.06

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	0.00	97,786.66	97,786.66
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	6	0.00	97,786.66	97,786.66

PACKET: 04355 BL - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		LY, ONG						
	I-000201912025299	LY, ONG	R	12/18/2019		600.00	134977	600.00
1		MAPLEWOOD HISPANIC SDA CHURCH						
	I-000201912025300	MAPLEWOOD HISPANIC SDA CHURCH	R	12/18/2019		150.00	134978	150.00
1		HER, FONG						
	I-000201912025301	HER, FONG	R	12/18/2019		300.00	134979	300.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	1,050.00	1,050.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	3	0.00	1,050.00	1,050.00

PACKET: 04356 BL - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		KNOPS, SARAH						
	I-000201912025302	KNOPS, SARAH		R 12/18/2019		600.00	134980	600.00

* * B A N K T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	600.00	600.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	1	0.00	600.00	600.00

PACKET: 04358 BL - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		BAIN, JIM						
	I-000201912035304	BAIN, JIM	R	12/18/2019		300.00	134981	300.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	300.00	300.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	1	0.00	300.00	300.00

PACKET: 04363 BL - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		COLE, TIMOTHY						
	I-000201912095310	COLE, TIMOTHY	R	12/18/2019		300.00	134982	300.00
1		OKEEFE, SAM & STEPHANIE						
	I-000201912095311	OKEEFE, SAM & STEPHANIE	R	12/18/2019		300.00	134983	300.00
1		MCHUGH, CONNOR & EMILIE						
	I-000201912095312	MCHUGH, CONNOR & EMILIE	R	12/18/2019		150.00	134984	150.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	750.00	750.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	3	0.00	750.00	750.00

PACKET: 04368 US - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	I-000201912135338	QUIST, DONALD QUIST, DONALD	R	12/18/2019		732.43	134985	732.43
1	I-000201912135339	HAFNER, MICHAEL HAFNER, MICHAEL	R	12/18/2019		21.15	134986	21.15
1	I-000201912135340	RAITER, JOSEPH & CARIE RAITER, JOSEPH & CARIE	R	12/18/2019		142.37	134987	142.37
1	I-000201912135341	RING, STEPHANIE RING, STEPHANIE	R	12/18/2019		121.03	134988	121.03
1	I-000201912135342	JMW INVESTMENTS, LLC JMW INVESTMENTS, LLC	R	12/18/2019		127.91	134989	127.91
1	I-000201912135343	WITTE, CHARLES D WITTE, CHARLES D	R	12/18/2019		7.92	134990	7.92
1	I-000201912135344	LATHAO, STEVE & KIA LATHAO, STEVE & KIA	R	12/18/2019		313.31	134991	313.31
1	I-000201912135345	SALAZAR, ANAY SALAZAR, ANAY	R	12/18/2019		87.64	134992	87.64
1	I-000201912135346	DUNNIGAN, COLLEEN A DUNNIGAN, COLLEEN A	R	12/18/2019		31.90	134993	31.90
1	I-000201912135347	SLATE, TANYA L SLATE, TANYA L	R	12/18/2019		10.38	134994	10.38
1	I-000201912135348	VANG, EARL VANG, EARL	R	12/18/2019		76.90	134995	76.90
1	I-000201912135349	DICKERSON, NATHAN DICKERSON, NATHAN	R	12/18/2019		52.25	134996	52.25
1	I-000201912135350	ROBERTS, KYUNG ROBERTS, KYUNG	R	12/18/2019		15.76	134997	15.76
1	I-000201912135351	MOUA, KATARINA MOUA, KATARINA	R	12/18/2019		27.06	134998	27.06
1	I-000201912135352	MILLER, LUCAS JAMES MILLER, LUCAS JAMES	R	12/18/2019		47.83	134999	47.83

PACKET: 04368 US - Refund

VENDOR SET: 01 City of North St Paul

**** CHECK LISTING ****

BANK: AP PREMIER BANK

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1		STEINGRABER, MARK						
	I-000201912135353	STEINGRABER, MARK	R	12/18/2019		62.66	135000	62.66
1		CREGER, PAM						
	I-000201912135354	CREGER, PAM	R	12/18/2019		108.79	135001	108.79
1		ELLIOTT THOMPSON PROP LLC						
	I-000201912135355	ELLIOTT THOMPSON PROP LLC	R	12/18/2019		157.05	135002	157.05
1		GRAVES HEATING & COOLING						
	I-000201912135356	GRAVES HEATING & COOLING	R	12/18/2019		100.49	135003	100.49

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	19	0.00	2,244.83	2,244.83
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	19	0.00	2,244.83	2,244.83

PACKET: 04371 12/17/19 A/P PACKET

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	DAVE SOURS							
	I-201912125323	DAVE SOURS:	R	12/18/2019		600.00CR	135004	600.00
A00995	A-1 HYDRAULIC SALES & SER							
	I-0120931-IN	BOBCAT GRAPPLE	R	12/18/2019		214.76CR	135005	214.76
A01034	ADVANCED GRAPHIX INC							
	I-203144	HELMET DECALS	R	12/18/2019		80.80CR	135006	80.80
A01119	ALLIED MEDICAL TRAINING							
	I-1419	CPR TRAINING	R	12/18/2019		775.00CR	135007	775.00
A01300	ASPEN EQUIPMENT COMPANY							
	I-10209581	MOTOR, ADAPTOR, BUSHING	R	12/18/2019		706.43CR	135008	706.43
A01310	ASPEN MILLS							
	I-248040	UNIFORMS	R	12/18/2019		277.10CR	135009	277.10
A1651	IEH AUTO PARTS LLC							
	I-039144386	STOCK FILTERS	R	12/18/2019		84.29CR	135010	84.29
B02048	BDI							
	I-9500932675	CHAIN PIN EXTRACTORS	R	12/18/2019		121.65CR	135011	121.65
B02049	BATTERIES PLUS BULBS							
	I-P21257220	BATTERIES	R	12/18/2019		89.90CR	135012	
	I-P21750290	BATTERIES	R	12/18/2019		179.70CR	135012	269.60
B02071	BERWALD ROOFING CO INC							
	I-14654	BRONZE FLASHING DONE 11/12	R	12/18/2019		185.00CR	135013	
	I-14661	BRONZE FLASHING DONE 11/18	R	12/18/2019		95.00CR	135013	280.00
C03000	CALLNET							
	I-191102120101	ANSWERING SERVICE 10/14-11/10	R	12/18/2019		1,009.93CR	135014	
	I-191202120101	ANSWERING SERVICE 11/11-12/8	R	12/18/2019		1,010.15CR	135014	2,020.08
C03055	CEMSTONE - BIN #131462							
	I-C2136386	CEMSTONE - BIN #131462	R	12/18/2019		892.92CR	135015	892.92
C03066	CINTAS							
	I-4035613301	UNIFORM SERVICES	R	12/18/2019		102.71CR	135016	
	I-4035613327	UNIFORM SERVICES	R	12/18/2019		8.93CR	135016	
	I-4036375397	UNIFORM SERVICES	R	12/18/2019		102.71CR	135016	
	I-4036375464	UNIFORM SERVICES	R	12/18/2019		8.93CR	135016	223.28

PACKET: 04371 12/17/19 A/P PACKET

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
C03091	CES IMAGING							
	I-INV108211	COPIER LEASE	R	12/18/2019		268.65CR	135017	268.65
C03111	CITY AUTO GLASS - SO ST PAUL							
	I-I001188816	WINDOW REPLACEMENT	R	12/18/2019		205.00CR	135018	205.00
C03139	COMCAST							
	I-201912125319	CABLE SERV 12/14/19-1/13/20	R	12/18/2019		6.28CR	135019	
	I-201912125320	CABLE SERV 12/7-1/6/20	R	12/18/2019		22.48CR	135019	
	I-201912125331	CABLE SERV 11/14-12/13/19	R	12/18/2019		6.28CR	135019	
	I-201912125332	CABLE SERV 11/27-12/26	R	12/18/2019		128.10CR	135019	
	I-201912125333	FIRD DEPT CABLE SERV 11/7-12/6	R	12/18/2019		22.48CR	135019	185.62
C03192	CRESCENT ELECTRIC SUPPLY CO							
	I-S507256958.002	BURY PEDESTALS	R	12/18/2019		504.68CR	135020	504.68
C03273	CURTIS 1000 INC - MINNESOTA							
	I-5773838	BUSINESS CARDS	R	12/18/2019		61.72CR	135021	
	I-5788952	BUSINESS CARDS	R	12/18/2019		95.52CR	135021	157.24
C21221	CENTURY LINK							
	I-201912125329	PHONE SERV 11/1-11/30	R	12/18/2019		206.52CR	135022	
	I-201912125330	PHONE SERV 11/19-12/18/19	R	12/18/2019		27.92CR	135022	234.44
D04012	DAKOTA SUPPLY GROUP							
	I-F150643	CONDUIT FIBERGLASS ELBOWS	R	12/18/2019		4,163.17CR	135023	
	I-F165751	COLORED LENS FOR LIGHTS	R	12/18/2019		1,858.80CR	135023	
	I-F183966	PVC ELBOWS	R	12/18/2019		69.90CR	135023	
	I-F183967	PVC ELBOWS	R	12/18/2019		209.70CR	135023	
	I-F194184	PLUMBING SUPPLIES	R	12/18/2019		109.67CR	135023	6,411.24
D04018	DAMA COMPANY							
	I-15264	KEY BOX	R	12/18/2019		636.00CR	135024	636.00
E05035	E G RUD & SONS INC							
	I-40529	SURVEY SERVICES	R	12/18/2019		2,209.00CR	135025	2,209.00
E05178	ENGRAPHICS INC							
	I-53976	NAMEPLATE FOR SHANA CONKLIN	R	12/18/2019		24.94CR	135026	24.94
E10050	ERICKSON BELL BECKMAN & QUINN PA							
	I-1130193	LEGAL SERVICES	R	12/18/2019		6,990.06CR	135027	6,990.06

PACKET: 04371 12/17/19 A/P PACKET

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
F06005	GARY L. FISCHLER & ASSOCIATES, PA							
	I-11548	PERSONNEL TESTING	R	12/18/2019		650.00CR	135028	
	I-11797	PERSONNEL TESTING	R	12/18/2019		650.00CR	135028	1,300.00
F06008	ENTIRA FAMILY CLINICS							
	I-201911265289	NEW HIRE TESTING BLAIR	R	12/18/2019		129.00CR	135029	
	I-201911265290	NEW HIRE TESTING SANDBERG	R	12/18/2019		76.00CR	135029	
	I-201911265291	NEW HIRE TESTING BLAIR	R	12/18/2019		54.00CR	135029	
	I-201911265292	NEW HIRE TESTING BLAIR	R	12/18/2019		627.00CR	135029	
	I-201911265293	NEW HIRE TESTING HESSLER	R	12/18/2019		15.00CR	135029	
	I-201911265294	NEW HIRE TESTING HESSLER	R	12/18/2019		290.00CR	135029	
	I-201911265295	NEW HIRE TESTING HESSLER	R	12/18/2019		520.00CR	135029	
	I-201911265296	NEW HIRE TESTING SANDBERG	R	12/18/2019		54.00CR	135029	
	I-201911265297	NEW HIRE TESTING SANDBERG	R	12/18/2019		520.00CR	135029	
	I-201911265298	NEW HIRE TESTING SANDBERG	R	12/18/2019		229.00CR	135029	2,514.00
F06155	FORCE AMERICA INC							
	I-011-1397130	SWITCH	R	12/18/2019		21.12CR	135030	21.12
G07176	GOPHER STATE ONE CALL							
	I-9110636	LOCATES	R	12/18/2019		193.05CR	135031	193.05
G07284	GRAFFIC TRAFFIC							
	I-5180	NEW EMPLOYEE CITY APAREL	R	12/18/2019		62.00CR	135032	62.00
G07292	GRAYBAR							
	I-9313358877	QUICKSET CEMENT	R	12/18/2019		60.43CR	135033	
	I-9313371533	PVC COUPLINGS	R	12/18/2019		153.24CR	135033	
	I-9313475562	FUSEHOLDER	R	12/18/2019		324.60CR	135033	538.27
H06055	HAWKINS INC							
	I-4623212	HYDROFLUOSILICIC ACID	R	12/18/2019		1,121.03CR	135034	1,121.03
H07501	HEALTHPARTNERS							
	I-1079850	PERSONNEL TESTING PO CNDTATE	R	12/18/2019		208.00CR	135035	208.00
H08127	HILLCREST BRAKE & ALIGN							
	I-1051	R&M VEHICLES #2127	R	12/18/2019		383.86CR	135036	
	I-1143	R&M VEHICLES #2106	R	12/18/2019		50.00CR	135036	
	I-1156	R&M VEHICLES #2124	R	12/18/2019		54.89CR	135036	
	I-1184	R&M VEHICLES #2130	R	12/18/2019		41.62CR	135036	530.37

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VENDOR SET: 01

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BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
H08162	HOLIDAY							
	I-201912125335	GAS 1400015462884 OH ELECTRIC	R	12/18/2019		329.55CR	135037	
	I-201912125336	GAS 1400015462906 POLICE DEPT	R	12/18/2019		1,881.30CR	135037	
	I-201912125337	GAS 1400015462957 UG ELECTRIC	R	12/18/2019		411.39CR	135037	
	I-201912135357	GAS 1400015462892 PARKS DEPT	R	12/18/2019		398.50CR	135037	
	I-201912135358	GAS 1400015462930 ST CLEANING	R	12/18/2019		387.28CR	135037	
	I-201912135359	GAS 1400015462949 ST MAINT	R	12/18/2019		1,074.25CR	135037	
	I-201912135360	GAS 1400015462965 URBAN FRSTY	R	12/18/2019		128.64CR	135037	
	I-201912135361	GAS 1400015462973 WATER DEPT	R	12/18/2019		625.35CR	135037	
	I-201912135362	GAS 1400015462876 FIRE DEPT	R	12/18/2019		465.48CR	135037	5,701.74
H14077	CORE & MAIN LP							
	I-L587764	SEWER SUPPLIES	R	12/18/2019		993.66CR	135038	993.66
I09178	STUART C IRBY CO							
	I-S011663473.001	TRANSFORMER BASEMENT	R	12/18/2019		1,554.00CR	135039	
	I-S011663500.001	COPPER RODS	R	12/18/2019		298.80CR	135039	
	I-S011677986.001	PEDESTAL TERMINATIONS	R	12/18/2019		369.00CR	135039	2,221.80
K09100	KATH FUEL OIL SERVICE CO							
	C-668346	CORE DEPOSIT REFUND	R	12/18/2019		75.00	135040	
	I-671082	FUEL OIL	R	12/18/2019		1,026.25CR	135040	
	I-671460	OIL	R	12/18/2019		200.88CR	135040	1,152.13
L12099	LAW ENFORCEMENT LABOR SERVICES							
	I-201912125328	DEC 2019 UNION DUES	R	12/18/2019		663.00CR	135041	663.00
L12384	LOCAL UNION #320							
	I-201912125325	DEC 2019 UNION DUES	R	12/18/2019		1,385.00CR	135042	1,385.00
L12462	LYMAN LUMBER COMPANY							
	I-664584	LUMBER	R	12/18/2019		161.34CR	135043	
	I-882253	LUMBER	R	12/18/2019		48.17CR	135043	209.51
M13032	M/A ASSOCIATES							
	I-103045	BRUSHES	R	12/18/2019		208.60CR	135044	208.60
M13109	MENARDS-MAPLEWOOD							
	I-42657	NAILS DRIVE BITS SCREW DRIVER	R	12/18/2019		52.96CR	135045	
	I-43352	TOOLS	R	12/18/2019		56.91CR	135045	
	I-44419	BLADE, VULKEM 116 IVORY	R	12/18/2019		45.45CR	135045	155.32

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
M13110	MENARDS-OAKDALE							
	C-90295	WEEP SCREED RETURN	R	12/18/2019		41.94	135046	
	I-90291	NAILS, WEEP SCREED	R	12/18/2019		48.43CR	135046	
	I-90669	DOOR SHIM	R	12/18/2019		14.95CR	135046	
	I-91735	CONCRETE SHOVEL & PUSHER	R	12/18/2019		253.36CR	135046	
	I-91968	REINFORCED POLY	R	12/18/2019		519.95CR	135046	
	I-92222	KEROSENE	R	12/18/2019		39.90CR	135046	
	I-92911	CAULK HOOKS TAPE TOGGLE	R	12/18/2019		46.86CR	135046	
	I-92912	WRENCH SETS	R	12/18/2019		29.94CR	135046	911.45
M13211	OFFICE OF MN IT SERVICES							
	I-W19090574	SEPT VOICE SERVICES	R	12/18/2019		57.48CR	135047	
	I-W19100582	OCT VOICE SERVICES	R	12/18/2019		57.48CR	135047	114.96
M13227	MN DEPT OF COMMERCE							
	I-1000043750	Q3 INDIRECT ASSESSMENT	R	12/18/2019		1,929.20CR	135048	1,929.20
M13247	MN POLLUTION CONTROL AGENCY							
	I-10000085079	PBP REIMBURSEMENTS	R	12/18/2019		437.50CR	135049	
	I-10000085098	PBP REIMBURSEMENTS	R	12/18/2019		1,375.00CR	135049	
	I-10000085184	VIC REIMBURSEMENTS	R	12/18/2019		1,500.00CR	135049	3,312.50
M13286	MIKE'S LP GAS INC & RV SERVICE							
	I-892860	TANK FILL	R	12/18/2019		63.33CR	135050	63.33
M13309	MN STATE FIRE CHIEFS ASSOC							
	I-112	CONFERENCE ATTENDANCE	R	12/18/2019		285.00CR	135051	
	I-113	CONFERENCE ATTENDANCE	R	12/18/2019		285.00CR	135051	570.00
M13370	M-R SIGN CO INC							
	I-206837	STREET SIGNS	R	12/18/2019		405.15CR	135052	405.15
M13374	MINNESOTA NATIVE LANDSCAPES							
	I-22395	HERBICIDE APPLICATIONS	R	12/18/2019		2,382.75CR	135053	2,382.75
N18170	NO SUBURBAN ACCESS CORP							
	I-2019-208	VIDEO OCT COUNCIL MEETINGS	R	12/18/2019		460.00CR	135054	
	I-2019-238	VIDEO PRODUCTION PC MTG 11/7	R	12/18/2019		230.00CR	135054	690.00
O15001	O'REILLY AUTO PARTS							
	I-2074-436945	R&M VEHICLES CLEAN/MAINT SPL	R	12/18/2019		44.92CR	135055	
	I-2074-440923	R&M VEHICLES CLEAN/MAINT SPLY	R	12/18/2019		78.14CR	135055	123.06

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BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
O15032	ON-SITE SANITATION							
	I-0000854634	RESTROOM SERVICES	R	12/18/2019		130.00CR	135056	130.00
O15045	OTTER LAKE ANIMAL HOSPITAL							
	I-198349	ANIMAL CONTROL FEES	R	12/18/2019		190.00CR	135057	190.00
P16285	PLUNKETT'S PEST CONTROL							
	I-6449686	OCT PEST CONTROL	R	12/18/2019		35.69CR	135058	
	I-6449687	OCT PEST CONTROL	R	12/18/2019		39.36CR	135058	
	I-6449688	OCT PEST CONTROL	R	12/18/2019		34.86CR	135058	
	I-6482178	NOV PEST CONTROL	R	12/18/2019		35.69CR	135058	
	I-6482179	NOV PEST CONTROL	R	12/18/2019		39.36CR	135058	
	I-6482180	NOV PEST CONTROL	R	12/18/2019		34.86CR	135058	219.82
R17985	RACHEL CONTRACTING INC							
	I-PAYVOUCHER#2	ANCHOR BLOCK GRADING PRJCT	R	12/18/2019		616,750.23CR	135059	616,750.23
R18010	RAMSEY COUNTY							
	I-RESFA-003350	OCT PUBLIC WORKS TIPPING	R	12/18/2019		569.37CR	135060	
	I-RESFA-003366	OCT RESIDENTIAL TIPPING	R	12/18/2019		23,500.26CR	135060	
	I-RESFA-003421	NOV PUBLIC WORKS TIPPING	R	12/18/2019		183.01CR	135060	
	I-RESFA-003437	NOV RESIDENTIAL TIPPING	R	12/18/2019		20,684.57CR	135060	44,937.21
R18022	RAMSEY COUNTY-CEC- ENVIRONMENT HEALTH							
	I-201912125313	NOV CEC HAULER	R	12/18/2019		12,281.83CR	135061	
	I-201912125314	OCT CEC HAULER	R	12/18/2019		12,411.06CR	135061	24,692.89
R18042	RAMSEY-WASH METRO WATERSHED DIST							
	I-201912125322	RAIN GARDEN MAINT CASEY LK PK	R	12/18/2019		3,828.58CR	135062	3,828.58
R18135	ROC INC							
	I-74247	NOV CLEANING SERV LIBRARY	R	12/18/2019		880.00CR	135063	
	I-74254	NOV CLEANING PW BLDG	R	12/18/2019		1,204.50CR	135063	
	I-74330	NOV CLEANING SERV CITY HALL	R	12/18/2019		2,971.10CR	135063	
	I-74559	DEC CLEANING SERV LIBRARY	R	12/18/2019		880.00CR	135063	
	I-74567	DEC CLEANING SERV PW BLDG	R	12/18/2019		1,204.50CR	135063	
	I-74646	DEC CLEANING SERV CITY HALL	R	12/18/2019		2,971.10CR	135063	10,111.20
R18170	CITY OF ROSEVILLE							
	I-0227148	NOV IT/JOINT POWERS AGRMNT	R	12/18/2019		14,886.00CR	135064	
	I-0227189	NOV PHONE SERVICE AGRMENT	R	12/18/2019		997.00CR	135064	
	I-0227363	DEC PHONE SERVICE AGREMNT	R	12/18/2019		997.00CR	135064	
	I-0227398	DEC IT/JOINT POWERS AGREEMT	R	12/18/2019		14,886.00CR	135064	31,766.00

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
S18996	SAFE-FAST INC							
	I-INV224270	QUICK CONNECT FITTING	R	12/18/2019		39.90CR	135065	
	I-INV224727	GLOVES	R	12/18/2019		53.40CR	135065	93.30
S19003	INNOVATIVE OFFICE SOLUTIONS LLC							
	I-IN2770195	CORRECTION TAPE	R	12/18/2019		24.99CR	135066	24.99
S19130	SKB ENVIRONMENTAL							
	I-RI 58684	DISPOSAL CHARGES	R	12/18/2019		59.90CR	135067	59.90
S19177	SHELTERTECH CORPORATION							
	I-9912-I	ASBESTOS INSPECTION	R	12/18/2019		840.00CR	135068	
	I-9924-T	ASBESTOS REMOVAL/DISPOSE	R	12/18/2019		6,480.00CR	135068	7,320.00
S19188	SHRED-IT USA MINNEAPOLIS							
	I-8128553176	SHREDDING SERVICE	R	12/18/2019		715.57CR	135069	715.57
S19233	SPECTACULAR CLEANING LLC							
	I-058	CASEY LK PARK NOV CLEAN SERV	R	12/18/2019		860.00CR	135070	
	I-059	HAUSE OCT EVENT CLEANING	R	12/18/2019		250.00CR	135070	
	I-060	CAEY LAKE PARK CLEAN DEC	R	12/18/2019		860.00CR	135070	
	I-061	HAUSE PARK NOV EVENT CLEAN	R	12/18/2019		150.00CR	135070	2,120.00
S19409	STAR TRIBUNE							
	I-I00333228-11032019	CANCELLATION NOTICE	R	12/18/2019		23.58CR	135071	
	I-I00335862-11242019	NOTICE PUD 2242 7TH ST	R	12/18/2019		91.70CR	135071	
	I-I00335863-11242019	NOTICE FINAL PLAT MCKNIGHT RD	R	12/18/2019		83.84CR	135071	199.12
S19433	STAPLES ADVANTAGE							
	I-3432971327	OFFICE SUPPLIES	R	12/18/2019		158.59CR	135072	
	I-3433046948	OFFICE SUPPLIES	R	12/18/2019		18.40CR	135072	176.99
S19485	SUN LIFE FINANCIAL							
	I-201912125326	LTD DEC COVERAGE	R	12/18/2019		1,414.61CR	135073	
	I-201912125327	LIFE INS DEC COVERAGE	R	12/18/2019		1,524.07CR	135073	2,938.68
T19150	T A SCHIFSKY & SONS INC							
	I-19-012/#6	15TH & 1ST & 2 DRIVEWAYS	R	12/18/2019		53,770.00CR	135074	
	I-65542	RECYCLED BASE	R	12/18/2019		191.26CR	135074	53,961.26
T20076	TOSHIBA FINANCIAL SERVICES							
	I-5008084339	COPIER LEASE	R	12/18/2019		185.35CR	135075	
	I-5008084340	COPIER LEASE	R	12/18/2019		185.35CR	135075	
	I-5008084341	COPIER LEASE	R	12/18/2019		185.35CR	135075	
	I-5008084342	COPIER LEASE	R	12/18/2019		98.24CR	135075	
	I-5008084343	COPIER LEASE	R	12/18/2019		780.99CR	135075	
	I-5008347819	COPIER SERVICES	R	12/18/2019		236.21CR	135075	1,671.49

PACKET: 04371 12/17/19 A/P PACKET

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
T20161	THOMPSON REUTERS - WEST							
	I-841430213	SERVICE FEES NOV INV	R	12/18/2019		194.69CR	135076	194.69
T20191	TIMESAVER OFF SITE SECRETARIAL INC.							
	I-M25282	SECRETARIAL SERVICES	R	12/18/2019		215.00CR	135077	215.00
T20197	T-MOBILE							
	I-201912125321	SOUTH TOWER INSPECTION FEE	R	12/18/2019		250.00CR	135078	250.00
T20215	TOKLE INSPECTIONS INC							
	I-201912125324	INSPECTIONS	R	12/18/2019		985.60CR	135079	985.60
T20285	TRI STATE BOBCAT INC							
	I-A65406	TIE RODS X 2	R	12/18/2019		378.06CR	135080	
	I-A65564	CONTROL BOX	R	12/18/2019		688.91CR	135080	
	I-A65566	HARNES & COVER	R	12/18/2019		214.38CR	135080	
	I-A65567	MIRROR HARNESS BELT TURBNE	R	12/18/2019		686.78CR	135080	
	I-A65984	HARNESS	R	12/18/2019		597.77CR	135080	2,565.90
T20309	TRUCK UTILITIES MFG CO							
	I-5344029	ANGLE IRON	R	12/18/2019		28.80CR	135081	28.80
T20470	TWIN CITY WATER CLINIC INC							
	I-13980	NOV WATER SAMPLE	R	12/18/2019		256.00CR	135082	256.00
T20485	TYLER TECHNOLOGIES							
	I-025-278351	2020 MAINTENANCE	R	12/18/2019		2,438.09CR	135083	
	I-025-280077	INCODE CLASS J. LUTMER	R	12/18/2019		137.50CR	135083	2,575.59
U21245	UNIVERSAL ATHLETIC SERVICE INC							
	I-150-0046972-01	SOFTBALLS	R	12/18/2019		780.97CR	135084	780.97
V22049	VEIT DISPOSAL SYSTEMS							
	I-0000018170	CONSTRUCTION DEBRIS	R	12/18/2019		134.84CR	135085	134.84
W23500	WSB & ASSOCIATES INC							
	I-2-R-013797-000	ENVIRONMENTAL SERV MARG/7TH	R	12/18/2019		17,236.00CR	135086	
	I-3-R-013333-000	DATALINK WORKS ORDERS	R	12/18/2019		2,500.00CR	135086	19,736.00
X14164	XCEL ENERGY							
	I-0405058410	NATURAL GAS PREM#302997881	R	12/18/2019		79.42CR	135087	79.42

12/13/2019 11:58 AM

A / P CHECK REGISTER

PAGE: 9

PACKET: 04371 12/17/19 A/P PACKET

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
Z26047	ZAYO GROUP LLC							
	I-2019110011274	DARK FIBER	R	12/18/2019		13,306.09CR	135088	
	I-2019120011274	DARK FIBER	R	12/18/2019		5,252.65CR	135088	18,558.74

PACKET: 04371 12/17/19 A/P PACKET

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
E05241	ELAVON							
	I-201912125317	SEPT CREDIT CARD USAGE	D	9/30/2019		11,453.18CR	000590	11,453.18
E05241	ELAVON							
	I-201912125316	OCT CREDIT CARD USAGE	D	10/31/2019		11,686.37CR	000591	11,686.37
V22055	VANCO E-SERVICES							
	I-00010154810	OCT GATEWAY SERVICES	D	11/15/2019		145.75CR	000594	145.75
E05241	ELAVON							
	I-201912125315	NOV CREDIT CARD USAGE	D	11/30/2019		11,480.17CR	000592	11,480.17
V22055	VANCO E-SERVICES							
	I-00010223538	NOV GATEWAY SERVICES	D	12/16/2019		132.75CR	000595	132.75
M13300	M M P A - C/O AVANT ENERGY							
	I-3178	POWER BILLING NOV 2019	D	12/20/2019		373,766.15CR	000593	373,766.15

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	85	0.00	902,322.56	902,322.56
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	0.00	408,664.37	408,664.37
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	91	0.00	1,310,986.93	1,310,986.93

TOTAL ERRORS: 0

TOTAL WARNINGS: 0



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: HRA Chairman and Commissioners
FROM: Jacquelyn Lutmer, Accounting Technician
DATE: December 17, 2019
SUBJECT: Recommendation of approval of HRA claims list.

Claim Date

12/18/2019 A/P Check Register	135089-135090	\$	98.75
	Total		<u>\$98.75</u>

Approved this 17th day of December, 2019

City Manager

Mayor

12/13/2019 12:10 PM

A / P CHECK REGISTER

PAGE: 1

PACKET: 04372 hra a/p packet

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
C03002	CAMPBELL KNUTSON PA							
	I-3-2076-0075G	LEGAL SERVICES	R	12/18/2019		56.00CR	135089	56.00
O15032	ON-SITE SANITATION							
	C-0000850299	RESTROOM ADJUSTMENT	R	12/18/2019		14.25	135090	
	I-0000841943	RESTROOM SERVICES	R	12/18/2019		57.00CR	135090	42.75

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	98.75	98.75
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	2	0.00	98.75	98.75

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

CITY OF NORTH ST. PAUL
NOTICE OF OFFICE CLOSURE

North St. Paul City offices will be closed
from **12 p.m. until 4:30 p.m.**
Tuesday, December 24, 2019
in observance of the
Christmas Eve Holiday.

We apologize for any inconvenience.

Scott Duddeck
City Manager

Publish Star Tribune:
Sunday, December 22, 2019



NORTH ST. PAUL

Agenda Information Memorandum
North St. Paul City Council
December 17, 2019

FROM THE OFFICE OF THE CITY MANAGER

Subject: 2020 Equipment Purchases

To: Honorable Mayor and City Council

Background/Facts:

Acquisition, Surplus and Repurposing of Equipment

City staff is requesting approval to purchase several new pieces of equipment in 2020.

Equipment Description	Estimated Cost	Funding Source
2020 Mack (Clam Truck) Forestry & Electric Dept.	\$250,000	50% Split Equipment & Electric Funds
2020 Toro Workman Utility Vehicle Parks Dept.	\$30,000	Equipment Fund
2020 Service Truck with Crane Water Dept	\$90,000	Equipment Fund
(2) 2020 Ford Police Interceptors Police Dept.	\$111,000	Equipment Fund
2020 Walk Behind Trencher Electric Dept.	\$17,000	Electric Fund
2020 Bucket Truck Electric Dept.	\$295,000	Electric Fund
2020 Service Truck with Crane. Electric Dept.	\$65,000	Electric Fund
Subtotal Equipment Fund	\$300,500	
Subtotal Electric Fund	\$502,000	
Total	\$802,500	

Surplus Equipment is as follows:

2002 Sterling LT 9500 (Clam Truck)
1999 Chevy Service Truck
2008 Ford Crown Victoria (Unmarked Squad)
2000 Ditch Witch Walk Behind Trencher
1997 Telelect Bucket Truck
2008 Chevy ¾ Ton Pickup Truck

Repurposed Equipment as follows:

2008 Chevy 3500 HD – To City Mechanic (Replaces the 1999 Chevy Service Truck)
2014 Ford Explorer Police Interceptor – To Police Chief (Replaces 2008 Ford Crown Victoria)
2014 Ford Explorer Police Interceptor – To Police Reserve / CSO usage.

All surplus items will be sold via online auction or traded in.

All surplus equipment has reached the end of its serviceable life with the City.

In each category, staff has researched several units and brands and decided the best brand for overall usability, City needs, and resale value. All purchases are State bid pricing.

Recommendation: Approve the purchase of the proposed new equipment and approve the old Surplus Equipment to be sold via online auction or traded in.

Attachments:

2020 Equipment Replacement Details and Photos

Respectfully submitted,

/s/ Scott Duddeck by mm

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2019-
Consent Agenda

**RESOLUTION AUTHORIZING CITY DEPARTMENTS
TO PURCHASE 2020 EQUIPMENT AND DECLARING
CURRENT SURPLUS ITEMS TO BE SOLD**

WHEREAS, the City Manager is seeking to purchase several new pieces of equipment as a part of the 2020 equipment purchases; and

WHEREAS, those purchases are as follows:

Equipment Description	Estimated Cost	Funding Source
2020 Mack (Clam Truck) Forestry & Electric Dept.	\$250,000	50% Split Equipment & Electric Funds
2020 Toro Workman Utility Vehicle Parks Dept.	\$30,000	Equipment Fund
2020 Service Truck with Crane Water Dept	\$90,000	Equipment Fund
(2) 2020 Ford Police Interceptors Police Dept.	\$111,000	Equipment Fund
2020 Walk Behind Trencher Electric Dept.	\$17,000	Electric Fund
2020 Bucket Truck Electric Dept.	\$295,000	Electric Fund
2020 Service Truck with Crane. Electric Dept.	\$65,000	Electric Fund
Subtotal Equipment Fund	\$300,500	
Subtotal Electric Fund	\$502,000	
Total	\$802,500	

WHEREAS, Surplus Equipment is as follows:

2002 Sterling LT 9500 (Clam Truck)
1999 Chevy Service Truck
2008 Ford Crown Victoria (Unmarked Squad)
2000 Ditch Witch Walk Behind Trencher
1997 Telelect Bucket Truck
2008 Chevy ¾ Ton Pickup Truck

Repurposed Equipment as follows:

2008 Chevy 3500 HD – To City Mechanic (Replaces the 1999 Chevy Service Truck)
2014 Ford Explorer Police Interceptor – To Police Chief (Replaces 2008 Ford Crown Victoria)
2014 Ford Explorer Police Interceptor – To Police Reserve / CSO usage.

WHEREAS, all surplus items will attempt to be sold and if they are not sold they will be turned in for scrap or disposed of; and

WHEREAS, all replacement units have reached the end of their serviceable life with the City; and

WHEREAS, in each category staff researched several units and brands and decided the best brand for overall usability, City needs, and resale value; and

WHEREAS, all purchases are State bid pricing and all purchases will be made off state contract bid process; and

WHEREAS, the City Manager is seeking the approval to purchase the aforementioned items and in doing so retire to surplus or trade in the items as outlined.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, hereby authorizes the various departments to purchase requested equipment; and

BE IT FURTHER RESOLVED, the current equipment scheduled for replacement as described above are hereby declared as surplus and to be sold via online auction or traded in.

ADOPTED this 17th day of December, 2019.

Motion by Council Member xxx
Second by Council Member xxx

Voting:	Aye:	Council Member
		Council Member
		Council Member
		Council Member
		Mayor
	Nay:	None
	Abstain:	None
	Absent:	None

Terrence J. Furlong, Mayor

Attest: _____
Scott A. Duddeck, City Manager/Clerk

2020 Equipment Replacement Details and Images

Clam Truck – Forestry & Electric Dept. - This truck is used by both Public Works and the Electric Department for safe and efficient tree trimming. In 2001 the old ladder (fire) truck was repurposed into a grapple truck for use in the public works forestry department. In 2009 a used 2002 chassis was purchased to replace the old ladder truck chassis. The grapple and box was then remounted on the 2002 chassis. Over the past few years there has been a significant amount of repairs beyond the normal scope of maintenance in order to keep this unit in service.

Toro Workman Utility Vehicle – Parks Dept. - The City will utilize the new unit for ball field maintenance, painting of athletic fields, and spraying weeds throughout the city. The old unit will be repurposed for use by the NSPAA, high school, and other leagues to help maintain athletic fields on nights and weekends.

Service Truck with Crane – Water Dept. - The new unit will primarily be used in the water & sewer utility dept. for various use including pulling lift station pumps and lift station maintenance. The current 2008 unit has serviceable life left and will be repurposed into the mechanic department to replace a 1999 service truck.

Ford Explorer Police Interceptor – Police Dept. – Units 2124 (90,238) and 2125 (81,785) have both been in service for 5 years and due to high city mileage and significant amount of idling time are due for replacement from active patrol. Both of the new units will be Hybrid which will reduce gasoline consumption and carbon emissions.

Walk Behind Trencher – Electric Dept. - This trencher is 20 years old and is the primary piece of equipment to install underground electric service in tight access areas for residential electric services.

Bucket Truck – Electric Dept. - This bucket truck is 22 years old and the maintenance cost are rising. Today's bucket trucks have more features on them to keep linemen safe. This truck is highly used and serves an important role in maintaining our overhead distribution system.

Service Truck – Electric Dept. - Truck #713 is a 2008 ¾ ton chassis that is showing its age with rust and other mechanical issues. This truck also has a crane mounted on it that had been transferred from an old truck to this truck when it was replaced. The crane will be replace on the new truck which is used for setting small pad mount transformers. This truck will be replaced with a 1 ton chassis so it can be used for pulling our heavier trailers.

Clam Truck / 2002 Chassis (1 of 3):



Clam Truck / 2002 Chassis (2 of 3):



Clam Truck / 2002 Chassis (3 of 3):



Toro Workman Utility Vehicle (1 of 1):



2008 Chevy Service Truck (1 of 3):



2008 Chevy Service Truck (2 of 3):



2008 Chevy Service Truck (3 of 3):



2008 Ford Crown Victoria (1 of 3):



2008 Ford Crown Victoria (2 of 3):



2008 Ford Crown Victoria (3of 3):



2014 Ford Explorer Police Interceptor – unit #2124 (1 of 3):



2014 Ford Explorer Police Interceptor – unit #2124 (2 of 3):



2014 Ford Explorer Police Interceptor – unit #2124 (3 of 3):



2014 Ford Explorer Police Interceptor – unit #2125 (1 of 3):



2014 Ford Explorer Police Interceptor – unit #2125 (2 of 3):



2014 Ford Explorer Police Interceptor – unit #2125 (3 of 3):



Ditch Witch Walk Behind Trencher (1 of 1)



1997 Telelect Bucket Truck (1 of 1)



2008 Chevy ¾ Ton Chassis Truck (1 of 1)



Agenda Information Memorandum
North St. Paul City Council
December 17, 2019

FROM THE OFFICE OF THE CITY ENGINEER

Agenda placement: CONSENT AGENDA

Subject: ANCHOR BLOCK COMMONS IMPROVEMENTS – COOPERATIVE AGREEMENT

To: Honorable Mayor and City Council

Background/Facts: The sidewalk improvements taking place along 3rd Street North at the Anchor Block Commons site will require a cooperative agreement (attached) with the State of Minnesota Department of Natural Resources (DNR) to address maintenance adjacent to the Gateway Trail right of way (attached sketch). The cooperative agreement requires a resolution from the City Council authorizing the City to enter into the agreement.

Recommendation: To authorize by resolution the Mayor and City Manager to execute the cooperative agreement with the State of Minnesota for the Gateway State Trail/Anchor Block Commons trail connection along 3rd Street North.

Attachments:

Cooperative Agreement

Map

Resolution Entering Into a Cooperative Agreement With the State of Minnesota for the Gateway State Trail/Anchor Block Commons Trail Connection

Respectfully submitted,

/s/ MD by mm

Morgan Dawley, PE
City Engineer

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2019-xxx

**RESOLUTION AUTHORIZING ENTERING INTO A COOPERATIVE AGREEMENT
WITH THE STATE OF MINNESOTA THROUGH THE MINNESOTA DEPARTMENT
OF NATURAL RESOURCES REGARDING THE GATEWAY TRAIL/ANCHOR
BLOCK COMMONS TRAIL CONNECTION**

WHEREAS, the State of Minnesota Commissioner of Natural Resources oversees the Willard Munger State Trail System, which includes the Gateway State Trail Segment; and

WHEREAS, the City of North St. Paul, Minnesota (“City”) has requested construction of a municipal trail connection at the Anchor Block Commons site and adjacent to 3rd Street North; and

WHEREAS, the State of Minnesota has determined that the trail connection will provide a distinct and significant benefit to all trail users; and

WHEREAS, the trail connection shall be the sole responsibility of the City of North St. Paul; and

WHEREAS, the Cooperative Agreement between the State of Minnesota and the City of North St. Paul shall run for 20 years and provides for automatic renewal provisions in five-year increments;

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF
NORTH ST. PAUL, MINNESOTA:**

1. The Mayor and City Manager are authorized to execute a cooperative agreement with the State of Minnesota, through the Department of Natural Resources, regarding the Gateway State Trail/Anchor Block Commons trail connection.

ADOPTED this 17th day of December, 2019.

Motion by Council Member xxx

Second by Council Member xxx

Voting:

Ayes: Council Member Petersen
Council Member Sonnek
Council Member Thorsen
Council Member Walczak
Mayor Furlong

Nays: None

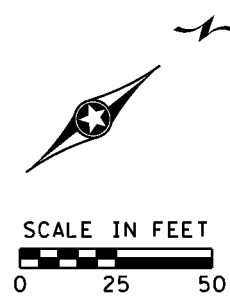
Absent: None

Abstain: None

Terry Furlong, Mayor

Attest:

Scott Duddeck, City Manager



NO.	DATE	BY	CHK	REVISIONS	Design By: MRG		 CSAH 68 (McKnight Road) Intersection Improvements North Saint Paul, Minnesota	NORTH SAINT PAUL, MINNESOTA	SHEET 1 OF 1 SHEETS
					Plan By: MRG			PROPOSED TRAIL CONNECTION SAP 151-020-033, SAP 151-268-001, SAP 062-668-057	
					Checked By: DSS				
					Approved By: DSS				

**COOPERATIVE AGREEMENT
BETWEEN
STATE OF MINNESOTA AND THE CITY OF NORTH ST. PAUL
GATEWAY STATE TRAIL / ANCHOR BLOCK COMMONS TRAIL CONNECTION**

This Agreement, between the State of Minnesota, acting by and through the Commissioner of the Department of Natural Resources, hereinafter referred to as the "State" and the City of North St. Paul hereinafter referred to as the "City".

WITNESSETH:

WHEREAS, the Commissioner of Natural Resources has the authority, duty, and responsibility under Minnesota Statutes Section 86A.05 to provide state trails and associated facilities; and

WHEREAS, Minnesota Statutes Section 85A.015 subdivision 14b, establishes the Gateway State Trail; and

WHEREAS, the State and the City are authorized under Minnesota Statutes Section 471.59 to enter into agreements to jointly or cooperatively exercise common powers; and

WHEREAS, the State owns land described as: **Sec.12, T29N, R22W**, Ramsey County, as shown on the Deed attached and incorporated into this Agreement as **Exhibit A** and hereinafter referred to as the "State Property"; and

WHEREAS, the State and City have determined that providing for the municipal trail connection to the Gateway State Trail at the Anchor Block Commons and adjacent to 3rd Street North, within the City of North St. Paul is of high priority; as shown on the Plan which is attached and incorporated into this Agreement as **Exhibit B**; and

WHEREAS, the State and City have determined that the municipal Anchor Block Commons Trail Connection, herein after referred to as the "Trail Connection" will provide a distinct and significant benefit to all trail users; and

WHEREAS, a resolution or copy of the City Council meeting minutes authorizing the City to enter into this agreement which is attached and incorporated into this Agreement as **Exhibit C**; and

NOW, THEREFORE, in consideration of the mutual benefits to be derived by the public bodies hereto and for the benefit of the general public, the parties agree as follows:

I. STATE'S DUTIES AND RESPONSIBILITIES

- a. The State shall manage and administer the Gateway State Trail as established.
- b. The State shall permit the City to develop, operate and maintain the new Trail Connection to the Gateway State Trail as identified in **Exhibit B**.
- c. The State shall be permitted to review and approve the final plans and specifications for the proposed Trail Connection, as identified in **Exhibit B**, prior to construction.
- d. The State shall permit the City to enter within the boundaries of the State property with machinery and equipment required for the construction of the Trail Connection. The City will provide written notice to the State two weeks prior to the initiation of construction
- e. The State shall be permitted to review and approve any alterations or improvements to the State Trail corridor or the Trail Connection located within the boundaries of the State Property proposed by the City during the term of this Agreement. State approval and comment will be provided by the State's designated Contact.
- f. The State shall permit the City to review and approve any alterations or improvements to the Trail Connection located within the boundaries of the State Property proposed by the State during the term of this Agreement.

- g. The State will provide and install all trail related informational signs for the State Trail as determined by Department of Natural Resources policy.
- h. The State reserves the right to inspect the Trail Connection to ensure that the City is in compliance with this agreement.

II. CITY'S DUTIES AND RESPONSIBILITIES

- a. The City shall develop, manage, administer and maintain the Trail Connection consistent with all local, state, and federal laws and rules that may apply to the management, operation, and maintenance of the Trail.
- b. The City shall permit the State to review and approve the final plans and specifications for the proposed Trail Connection, as identified in **Exhibit B**, prior to construction.
- c. The City will provide and install the appropriate signage for the Trail Connection which shall be approved by the State
- d. The City shall permit the State to review and approve any alterations or improvements to the State Trail corridor or the Trail Connection, located within the boundaries of the State property proposed by the City during the term of this Agreement. All improvements developed within the State Trail corridor shall meet the requirements of the ADA.
- e. The City shall develop and conduct the required maintenance for the Trail Connection in compliance with the State's invasive species management guidelines as shown in and attached and incorporated into this agreement as **Exhibit D**.
- f. The City shall be permitted to review any alterations to the Trail Connection proposed by the State during the term of this Agreement.
- g. Upon termination of the Agreement the City shall restore the State Trail Corridor to a condition consistent with its preconstruction condition and as approved by the State.

III FUNDING

The State shall provide funding for its responsibilities under Article I (a)(b)(c)(d)(e)(f)(g)(h) above through the standard internal purchasing process including, but not limited to, a separate requisition in which funds will be encumbered. The total obligation of the State is limited to the amount of funds legislatively appropriated and administratively allocated to this project. No additional funding will be provided, unless agreed upon by all parties and an amendment to this Agreement is completed and executed.

IV. LIABILITY

Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by the law and shall not be responsible for the acts of the other party and the results thereof. The State's liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes Section 3.736, and other applicable law. The City's liability shall be governed by Minnesota Statutes Sections 466.01-466.15, and other applicable law.

V. TERM

- a. *Effective Date:* **November 30, 2019, , or the date the State obtains all required signatures** under Minnesota Statutes Section 16C.05, Subdivision 2, **whichever is later. The City shall not begin work under this Agreement until it is fully executed and the City has been notified by the State's authorized representative to begin the work.**
- b. *Expiration Date:* **November 30, 2039**, for a period of twenty (20) years except as otherwise provided herein or agreed to in writing by both parties. This agreement shall renew at the end of the term for an additional five (5) year period unless a party gives three (3) months written notice to the other party to terminate the

agreement. This agreement shall continue to automatically renew as the end of each five (5) year period unless the required given notice is given.

VI. AUDIT

Under Minnesota Statutes Section 16C.05, sub. 5, the books, records, documents and accounting procedures and practices of the City relevant to the agreement shall be subject to examination by the Commissioner of Natural Resources, the Legislative Auditor and the State Auditor for a minimum of six years from the end of this agreement.

VII. ANTITRUST

The City hereby assigns to the State any and all claims for overcharges as to goods and/or services provided in connection with this Agreement resulting from antitrust violations that arose under the antitrust laws of the United States and the antitrust laws of the State of Minnesota.

VIII. CANCELLATION

This Agreement may be cancelled by the State at any time with cause or as necessary as provided in Article III, upon thirty (30) days written notice to the City. This Agreement may also be cancelled by the State if it does not obtain funding from the Minnesota Legislature, or other funding sources, or if funding cannot be continued at a level sufficient to allow for the payment of services covered under this Agreement. The State will notify the City by written or fax notice. The State will not be obligated to pay for services provided after the notice is given and the effective date of cancellation. However, the City shall be entitled to payment, determined on a pro-rated basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the Agreement is cancelled because of a decision of the Minnesota Legislature, or other funding source, not to appropriate the necessary funds. The State shall provide the City notice of lack of funding within a reasonable time of the State's receiving that notice.

This Agreement may be cancelled by the City at any time with or without cause or as necessary upon thirty (30) days written notice to the State.

IX. GOVERNMENT DATA PRACTICES

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

X. PUBLICITY AND ENDORSEMENT

Any publicity regarding the subject matter of this agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the City individually or jointly with others, or any subcontractors, with respect to the program and services provided from this agreement.

XI. COMPLETE AGREEMENT

This Agreement, and amendments, constitutes the entire agreement between the parties.

XII. OTHER TERMS AND CONDITIONS

NOTICES: Any notice, demand or communication under this Agreement by either party to the other shall be deemed to be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid to:

The State

Minnesota Department of Natural Resources
Parks & Trails Division Area (3A) Supervisor
1200 Warner Road
St, Paul, MN 55106

The City

City of North St. Paul
City Manager
2400 Margaret Street
North St. Paul, MN 55109

[BALANCE OF THIS PAGE LEFT INTENTIONALLY BLANK]

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

DEPARTMENT OF NATURAL RESOURCES

CITY OF NORTH ST. PAUL

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

DEPARTMENT OF ADMINISTRATION
Delegated to Materials Management Division

CITY OF NORTH ST. PAUL

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

STATE ENCUMBERANCE VERIFICATION

Individual certifies that funds have been encumbered as req.
by Minn. Stat. 16A.15 and 16C.05.

Signed: _____

Date: _____

Contract: _____

Agenda Information Memorandum
North St. Paul City Council
December 17, 2019

FROM THE OFFICE OF THE CITY PLANNER

Agenda placement: CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

Subject: Anchor Block North Preliminary and Final Plat

To: Honorable Mayor and City Council

Background/Facts:

- The City is applying for preliminary and final plat for the Anchor Block North property
- The Plat includes three lots and a new public road (Anchor Drive) connecting 3rd St. North and McKnight Rd.
- The Plat is being created to facilitate the sale and redevelopment of the three parcels per the MU-3 Corridor Mixed Use district.
- The City is installing all utilities and roadway infrastructure.
- The Planning Commission has recommended approval of the Preliminary and Final Plat based on the staff report, information submitted, and testimony at the public hearing.

Recommendation: It is recommended the City Council conditionally approve the proposed Preliminary and Final Plat, with the conditions outlined in the attached resolution and staff report.

Attachments:

Staff Report
Resolution of Approval
Public Hearing Notice
Application

Respectfully submitted,



Erin Perdu
City Planner

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

MEMORANDUM

Date: 12/12/2019

To: Mayor and City Council Members

From: Erin Perdu, AICP, City Planner

CC: Scott Duddeck, City Manager

Debra Gustafson, Administrative and Community Services Director

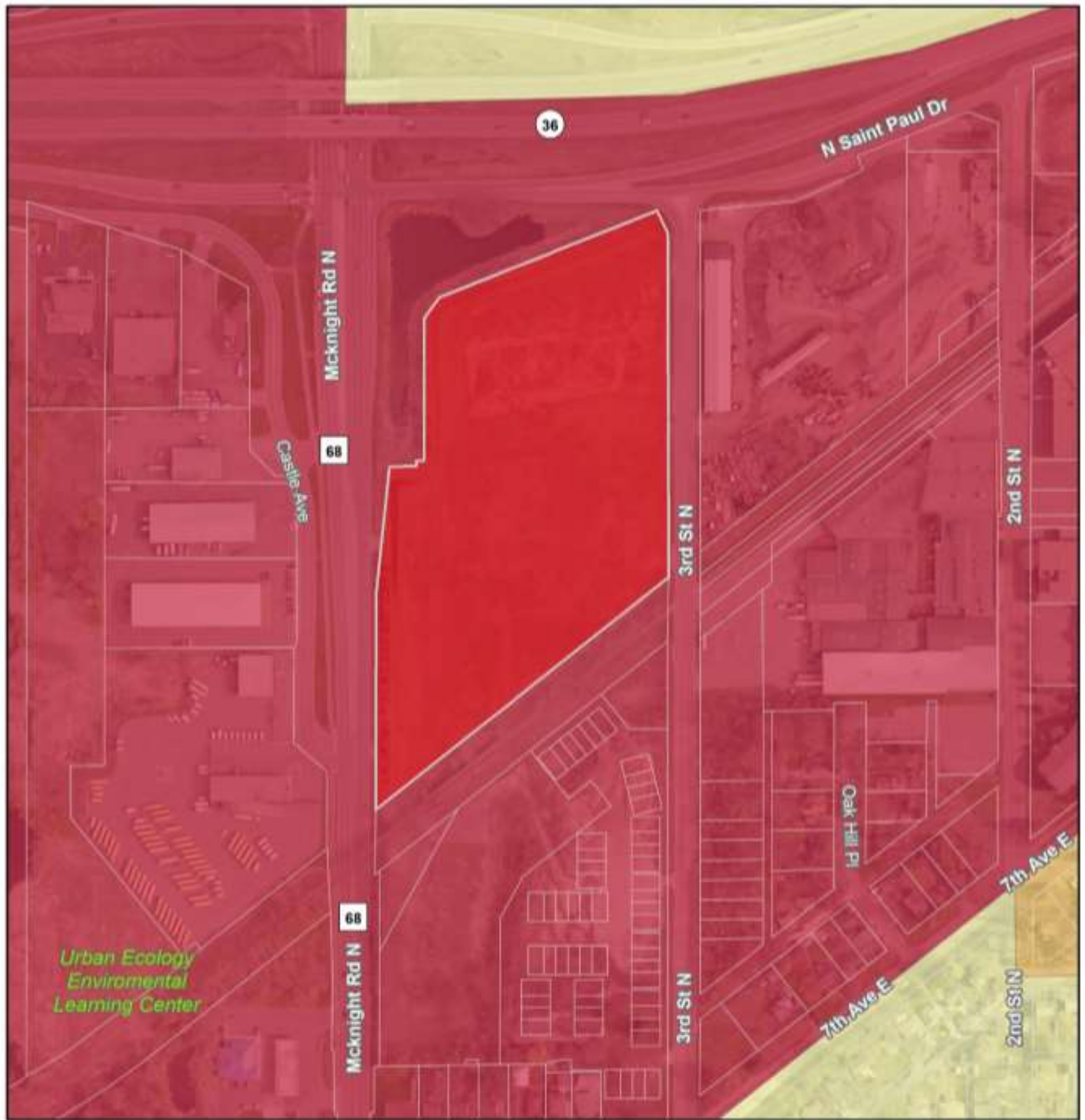
Re: Anchor Block Commons Preliminary and Final Plat

BACKGROUND

The City of North St. Paul (owners of the Anchor Block North property) has submitted an application for preliminary and final plat to create three lots and dedicated right-of-way for a new public street. The plat will facilitate the redevelopment of the area for a mix of uses consistent with the comprehensive plan and the MU-3 zoning district.



Figure 1: Location Map



1 in = 376 ft



N
November 27, 2019
Map Powered By DataLink
wsb

Figure 2: Zoning Map

GENERAL STAFF REVIEW

Street, Alley and Easement Requirements

- *153.32 (A) Consideration of Plat Approval: The arrangement of streets in new subdivisions or plats shall be so laid out as to provide a continuation of existing streets of adjoining areas or the projection of east-west or north-south streets of the city if there are no adjoining streets. The width of streets in new subdivisions shall be not less than the minimum street width established herein. Offset or irregular streets are prohibited unless the topography of the area concerned makes the construction of regular streets impossible or impractical. Minor streets or those of irregular nature should approach any major street except major diagonal streets hereinafter named at an angle of between 80 degrees and 100 degrees.*
- *153.32(C) Consideration of Plat Approval: Major streets shall be 100 feet in width, except where existing conditions make a street of less width more suitable as determined by the Council. The minimum width for other streets shall be 60 feet. The subdivider may be required to provide additional land to construct a street of adequate width*
- *153.32 (D) Consideration of Plat Approval: The minimum width of an alley shall be 20 feet. Where alleys are not provided, easements of not less than ten feet in width shall be provided on each side of all rear lot lines and alongside lot lines, where necessary, for any anchors, poles, wires, conduits, sewers, pipes or mains for any public utility. Easements of greater widths may be required under extraordinary conditions of topography or utility line groupings*

The proposed road alignment and right-of-way meets the standards above. A 66-foot right-of-way is provided for the proposed public road Anchor Drive, connecting Third St. and McKnight Road. The proposed plat is currently under review by MNDOT regarding access to McKnight Road.

Roadway and pond easements are consistent with City requirements.

Proposed Lot/Building Dimensional and Setback Requirements

- *153.33 (A) Consideration of Plat Approval: The minimum area of lots in plats or subdivisions outside of shoreland areas shall meet city requirements. The minimum width of lots outside of shoreland areas shall meet city requirements at the building line, but the Council reserves the right to waive these requirements where the same would cause unusual hardship, provided the area requirements are met*
- *154.006(C)(3) refers to Table 4 for the lot requirements within the residential districts.*

A Summary of the information included in Table 4 is provided on the following page.

Requirement	MU-3 Corridor Mixed Use	Proposed Lots
Minimum Lot Area	35,000 sf.	Approx. 2.04-3.91 acres
Minimum Lot Width	120 ft	Approx. 185-613ft.
Front Yard Setback	25 ft	n/a
Rear Yard Setback	0 ft	n/a
Side Yard Setback	0 ft.	n/a
Maximum Height	Five (5) stories or 55 ft.	n/a

The proposed greatly exceed the lot area and width requirements of the MU-3 district. Setback and height requirements are not yet applicable and will be reviewed during site plan approval for individual development proposals.

Sewer and Water Services

- *153.34 Consideration of Plat Approval: The subdivider shall make adequate provision for connection to the city water and sewer services and storm water disposal. Subdivider shall provide the city with such information as may be necessary to determine the adequacy of the facilities proposed to be used for such purposes. The developer shall construct water lines, sanitary sewer lines or storm sewer lines, although connection to other lines outside the area may not be possible immediately where plans for the installation of such lines in the area have been prepared by the engineer or other competent person and construction of such a system or utility has already commenced or has been completed in other areas of the city. The Council may require that such lines be constructed outside the area being platted or subdivided where necessary in order to properly serve the area being subdivided or platted. Two or more owners, subdividers or platters may enter into contracts with the city for the improvement of several subdivisions, parcels or plats at the same time when such water, sewer or storm sewer lines would pass through and serve the several areas concerned and could reasonably be constructed in a single project*

The City is installing all utilities to prepare the sites for development.

RECOMMENDED ACTION

Based on the findings described in this report, staff recommends the following actions:

Approval of the requested preliminary and final plat for Anchor Block Commons subject to the following conditions of approval:

- Permanent drainage and utility easements including a perimeter easement between lots 1 and 2, shall be included in the final plat as required by the City Engineer.

At their December 5, 2019 regular meeting the Planning Commission held a public hearing on the Plat request. No public comment was received. The Planning Commission unanimously concurred with the staff recommendation of **conditional approval** of the preliminary and final plat.

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2019-xxx

**RESOLUTION APPROVING A PRELIMINARY AND FINAL PLAT
FOR THE PROPERTY COMMONLY KNOWN AS ANCHOR BLOCK NORTH,
2300 MCKNIGHT RD. N.**

WHEREAS, the City of North St. Paul (“City”) has filed a Preliminary and Final Plat application for the property commonly known as Anchor Block North located at 2300 McKnight Rd. N. (PID 122922330059), and;

WHEREAS, the proposed plat is attached in Exhibit A, and;

WHEREAS, the applicant is requesting approval of preliminary and final plat to split the existing vacant lot into three lots for the purpose of facilitating mixed use redevelopment of the property, and;

WHEREAS, the proposed plat meets the requirements of City Code Chapter 153 and the dimensional standards of the MU-3 Zoning District and;

WHEREAS, a public notice for the proposal was published in the newspaper dated November 24, 2019 and property owners within 350 feet of the site have been notified; and,

WHEREAS, the Planning Commission held a public hearing on December 5, 2019 to consider and receive public input and has reviewed this request and recommends the City Council approve the preliminary and final plat; and,

WHEREAS, the Planning Commission has reviewed this request and recommends the City Council approve the preliminary and final plat as stated in staff’s report and related minutes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, the request for Preliminary and Final Plat as shown in attached Exhibit A is hereby approved according to the plans reviewed by the Planning Commission and City Council.

NOW, THEREFORE , LET IT BE FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, the subdivision is approved with the following condition:

- a. Permanent drainage and utility easements including a perimeter easement between lots 1 and 2, shall be included in the final plat as required by the City Engineer.

ADOPTED this 17th day of December 2019.

Motion by Council Member
Second by Council Member

Voting: Aye: Council Member
 Council Member
 Council Member
 Council Member
 Mayor Furlong
 Nay: None
 Abstain: None
 Absent: None

Terry Furlong, Mayor

Attest: _____
 Scott Duddeck, City Manager

**CITY OF NORTH ST. PAUL
NOTICE OF PUBLIC HEARING
MINOR SUBDIVISION, PRELIMINARY PLAT,
AND FINAL PLAT**

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of North St. Paul, Minnesota will hold a public hearing to accept public input on applications for a Minor Subdivision, Preliminary Plat, and Final Plat at the property listed below:

Parcel Identification Numbers: 122922330059

Property Address: 2300 McKnight Rd. N.

Legal Description: Lot Alley of NORTH ST PAUL PROPER,,RAMSEY C
SUBJ TO RD & HWY 36/118 THE FOL; VAC ALLEY BET & BLKS 1 AND BLK 2

Applicant/Address: City of North St. Paul/2400 Margaret St., North St. Paul, MN 55109

The application requests the approval of the subdivision of the property into three parcels for future development, with dedication of right-of-way for a new public street connecting 3rd Street and McKnight Road.

The public hearing will be conducted on Thursday, December 5th, 2019 at approximately 6:15 p.m. or shortly thereafter at the City Council Chambers of City Hall, located at 2400 Margaret Street, North St. Paul.

Such persons with desire to be heard with reference to this matter will be heard at this meeting. Written comments for inclusion in the Planning Commission packet shall be delivered no later than November 26th. Written comments may be submitted until 6:00 pm on December 5th, the day of the public hearing, and shall be provided to the Planning Commission at the meeting. Please direct questions or written comment to the Planning Commission Secretary: planner@northstpaul.org or (651) 747-2595.

PUBLISH: November 24th, 2019



November 25th, 2019

SUBJECT: NOTICE OF APPLICATION FOR MINOR SUBDIVISION, PRELIMINARY PLAT AND FINAL PLAT AT 2300 MCKNIGHT ROAD.

Dear Resident,

Pursuant to the provisions of the North St. Paul Zoning Ordinance, this letter is to inform you of applications for Minor Subdivision, Preliminary Plat and Final Plat at 2300 McKnight Road. The application requests the approval of the subdivision of the property into three parcels for future development, with dedication of right-of-way for a new public street connecting 3rd Street and McKnight Road.

Ramsey County records indicate your residence is located within 350 feet of the site of this proposal. You are hereby notified of a public hearing to accept public input held by the Planning Commission of the City of North St. Paul at **6:15pm on Thursday, December 5th, 2019** in the Council Chambers of City Hall, 2400 Margaret St. N. The public will be invited to offer questions and comments concerning this application at that time. You may also submit comments in writing. All written comments will become part of the public record. Please feel free to contact the Planning & Zoning department at (651) 747-2595 or planner@northstpaul.org for more information.

Information relating to these applications is available the Community Development counter Monday through Friday from 8:00 a.m. to 4:30 p.m. The Planning Commission packets containing the meeting agenda and application materials will be available on the City of North St. Paul website prior to the meeting.

Sincerely,

Olivia Boerschinger
Community Development





City of North St. Paul
2400 Margaret Street
North St. Paul, MN 55109
Phone (651) 747-2407
www.northstpaul.org

ZONING & LAND USE APPLICATION

Escrow:
\$500 min.
(code 1.2044)

Application Fee:
\$500.00
(code 1.3290)

APPLICATION FOR MINOR SUBDIVISION

The minor subdivision permit process must be scheduled through the Community Development Planning and Zoning Department. The lead-time for submittals shown on this application is necessary to allow City staff and consultants time to review and comment on documents provided. Additional lead-time will be required if the City determines that the potential impacts require more detailed study, or if review by other agencies is required. Incomplete application submittals will not be forwarded to the appropriate Commission or Council until all required information has been provided.

APPLICANT INFORMATION

Applicant Name: CITY OF NORTH ST. PAUL
Company (if applicable): _____
Address: _____
City, State, Zip: _____
Phone Number: _____
Email: _____
Are you the owner of the property? ☒ YES ☐ NO
(If no, you must supply property owner information)

Owner Name: CITY OF NORTH ST. PAUL
Company (if applicable): _____
Address: 2400 MARGARET ST.
City, State, Zip: NORTH ST. PAUL, MN 55109
Phone Number: 651-747-2400
Email: _____

PROPERTY INFORMATION

Street location of property (address): 2300 MCKNIGHT RD. N.
Parcel Identification Number (PID) (see Ramsey County website): 122922330059
Legal description of property: _____
Present zoning of property (see City website): MU3 - Corridor Mixed Use
Size of property (acreage): 10.27
Title information: _____ Abstract _____ Torrens
Property Description: _____ Residential ☒ Commercial _____ Industrial _____ Institutional

PROPOSAL INFORMATION

Application is hereby made for a Minor Subdivision

☒ Lot Split _____ Lot Combination _____ Lot Line Adjustment

The applicant hereby grants permission for the City's employees, officials, and agents to enter onto the property that is subject to this application for the purposes of viewing the property and reviewing this request.

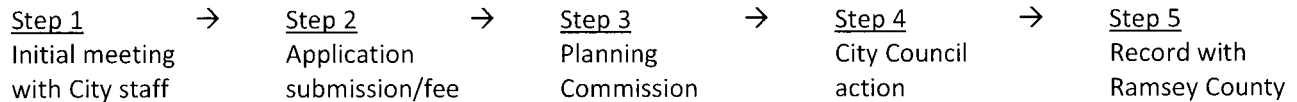
Provide a project description (attach additional paperwork if necessary): DIVISION OF PROPERTY INTO THREE (3) PARCELS FOR FUTURE DEVELOPMENT, WITH THE ADDITION OF A NEW STREET CONNECTING THIRD ST. AND MCKNIGHT ROAD.

NOTE:

1. In addition, the City requires a Certificate of Survey reflecting the location(s) of the building(s) for all new construction prior to issuance of a building permit.
2. Filling or excavating a wetland may require a permit from the City or Watershed District.
3. County driveway permits are required where applicable.
4. Contact the Finance Department at (651) 747-2404 for sewer, water or any other pending or deferred assessments or cash connection charges. Any outstanding assessments or required cash connection fees must be paid at the time of application.
5. City Ordinances can be view online at www.amlegal.com/north_saint_paul/

LAND USE PROCESS

Review Process



	MONTH: _____					MONTH: _____				
App Submittal										
Design Review										
EAC										
Parks & Rec										
Planning Commission										
City Council										
WEEKS:	1	2	3	4	5	1	2	3	4	5

Regular Scheduled City Meetings:

PLANNING COMMISSION

1st Thursday of the month (6:15 p.m.)

DESIGN REVIEW COMMISSION

4th Thursday of the month (5:00 p.m.)

ENVIRONMENTAL ADVISORY COMMISSION

4th Monday of the month (6:00 p.m.)

PARKS & RECREATION COMMISSION

4TH Wednesday of the month (6:30 p.m.)

ECONOMIC DEVELOPMENT AUTHORITY

2ND Tuesday of every odd month (4:00 p.m.)

CITY COUNCIL

1st and 3rd Tuesday of the month (6:30 p.m.)

APPLICATION SUBMITTALS

Required

Completed

_____	_____	Completed Application.
_____	_____	Application fee: \$500 (must submit escrow fee also, see 1 st page, top right corner).
_____	_____	1 full size set and 1 electronic set of drawings of a Certified Land Survey showing:
_____	_____	Legal description of present property to be divided, combined, or altered property line.
_____	_____	Proposed lot lines. Clearly identify each new parcel (ie., Parcel A, Parcel B, etc.,)
_____	_____	include street widths, lots, building and set back lines, easements, etc.
_____	_____	Dimensions of all property lines.
_____	_____	Proposed use and area of each new lot.
_____	_____	Existing and proposed drainage and contour plan.
_____	_____	Location and width of proposed utility easements. (<i>The City requires new lots to have drainage and utility easement located on the front and rear 10 feet and the side 5 feet of the lot. These easements must be reflected on the survey.</i>)
_____	_____	Location and widths of existing street rights-of-way, railroad and utility rights-of-way, parks and other public open space, permanent building and easements within the existing lot and adjoining lots. (<i>The term <u>UTILITY</u> shall include sanitary sewers, storm sewers, water, gases, electricity, telephone, street lights, and drainage. The location and size of the nearest water main and sewer or outlet shall be indicated.</i>)
_____	_____	Areas intended to be dedicated for public use, including the areas of those dedications.
_____	_____	Scale and North arrow.
_____	_____	Any additional data requested by the City: _____

NOTE:

- After all approvals are granted, the City will then record the survey and the certified copy of the City Resolution with Ramsey County. Ramsey County will not accept a survey or deed for recording unless the City has given their approval first.
- Verification of Ramsey County recording of the lot division is required prior to the City issuing a building permit for the new lot(s).

NOTE TO APPLICANT

All completed application and accompanying materials are due 30 days prior to the scheduled Planning Commission meeting (if applicable). The purpose of this submittal requirement is to allow for:

1. Plan distribution to the City staff, consultants, and applicable government entities.
2. Project review time and generation of staff reports.
3. Project meetings between City staff and applicants.
4. Meeting materials preparation and distribution.

The North St. Paul City Codes guide and enable development activities within the City by ensuring proper and well-coordinated projects. The land use application is the mechanism that allows the City to examine proposed land uses to ensure compatibility with the City Codes, design and development standards, and the surrounding land uses and natural environments. The review is intended to ensure positive growth for the community. All applications are reviewed individually and are evaluated based on their own merit. Each land use request has an associated checklist of required items. Applicants are encouraged to participate in an initial meeting with City staff prior to submitting a formal land use application. The initial meeting is an opportunity to informally discuss the conceptual idea of the proposed project in an effort to reduce delays. Participation in the initial meeting does not provide approval, or guarantee approval of the project. The City shall not accept plans, drawings, or other information related to the project except upon submittal of a formal application. The City reserves the right to reject an incomplete application.

APPLICATION FEE STATEMENT

There may be additional expenses pertaining to project review that is the responsibility of the applicant. All applicable fees must be paid when submitting land use applications and accompanying materials. All fees, which are set annually by City Ordinance, help cover costs incurred by the City to review the application. The City of North St. Paul often uses consulting firms to assist in the review of projects. Please refer to the City's Fee Schedule for information on planning review fees and other applicable costs.

REVIEW REQUIREMENTS

Minnesota State Statute 15.99 requires local governments to review an application within 15 business days of submission to determine if an application is complete and/or if additional information is required to complete the review. Once complete, a formal 60-day review period begins. The City has the ability to extend the review period for an additional 60 days, if necessary, due to insufficient information or scheduling difficulties. Please review the corresponding checklist that goes with the request. All applications must be received by the deadline(s) attached hereto. Failure to submit by the date given may result in a delay of the review by the Planning Commission and City Council.

ACKNOWLEDGEMENT

I certify that all information submitted is true and correct and I fully understand that all information and a complete application must be submitted at least 30 days prior to a Planning Commission meeting to ensure review by the Planning commission on that date. By signing this form, I hereby acknowledge the receipt of the checklist and procedure for the project to be submitted for consideration. It is my responsibility to check all applicable ordinances pertaining to the application, comply with all ordinance requirements, and submit all required materials. All permit requests should be submitted in a timely manner so as not to cause project delays.

Applicant signature: _____

Date: _____

Owner Signature: _____

Date: _____

PROPOSED MEETING DATES:

Design Review Commission: _____ Planning Commission _____ Parks & Rec Commission _____
Environmental Advisory Commission _____ City Council _____

FOR OFFICE USE ONLY

Date submitted: _____

Date complete: _____

If incomplete, date letter sent to applicant: _____

Date of public hearing: _____

Publication date: _____

Date notice sent to adjoining properties: _____

Amount fee paid: _____

Date fee paid: _____

Receipt #: _____ File #: _____

Planning Commission action: _____

Recommend approval: _____

Recommend denial: _____

Date applicant/property owner notified of Planning Commission action: _____

City Council action: _____

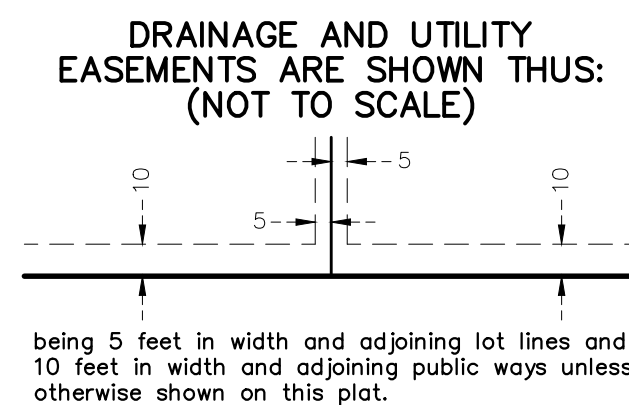
Recommend approval: _____

Recommend denial: _____

Date applicant/property owner notified of City Council action: _____

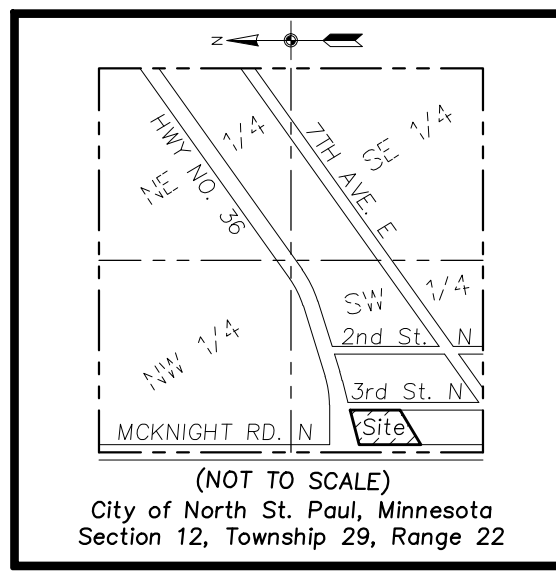
Date filed with Ramsey County Recorder office: _____

VICINITY MAP



ANCHOR BLOCK COMMONS

VICINITY MAP

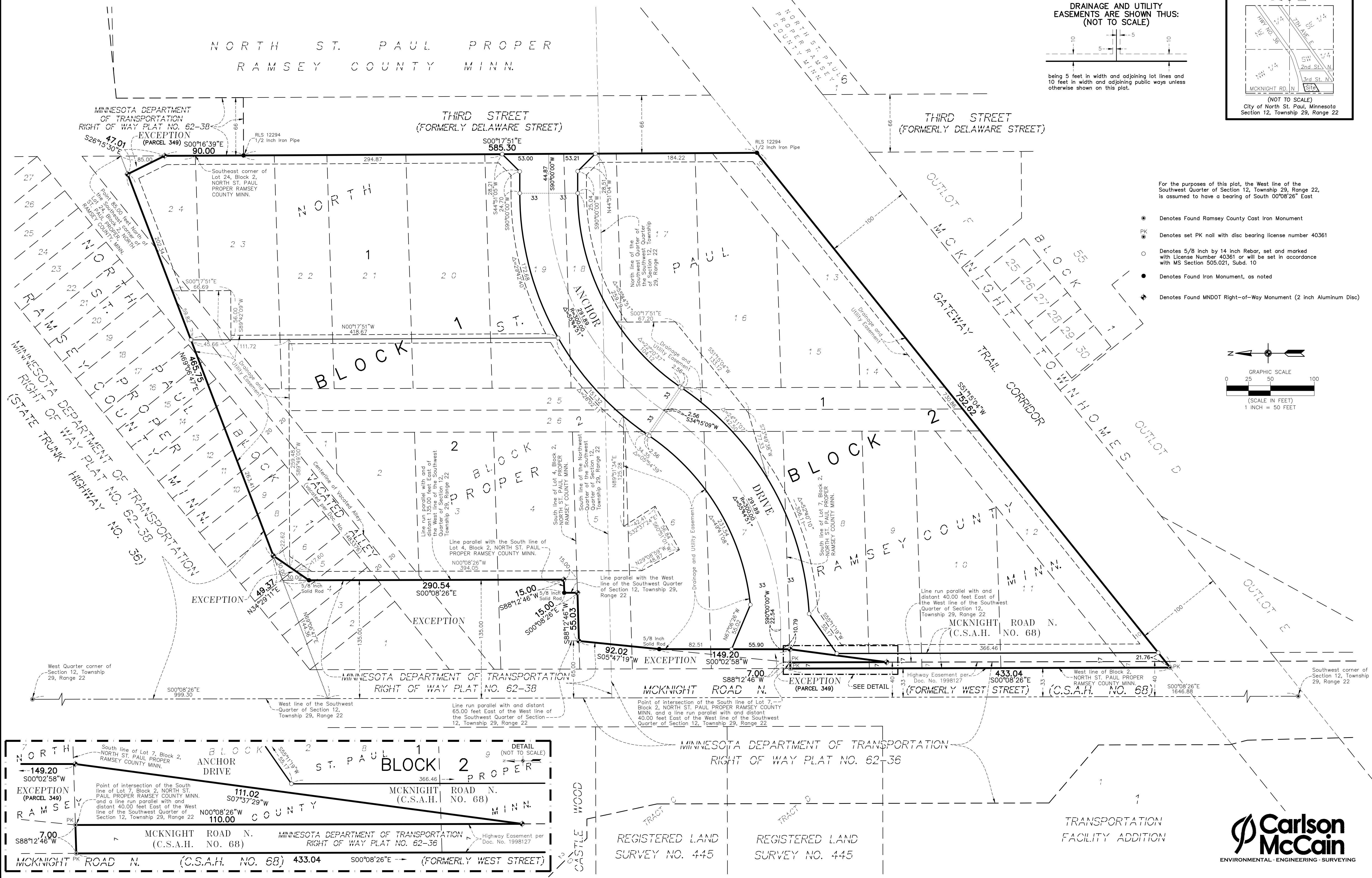
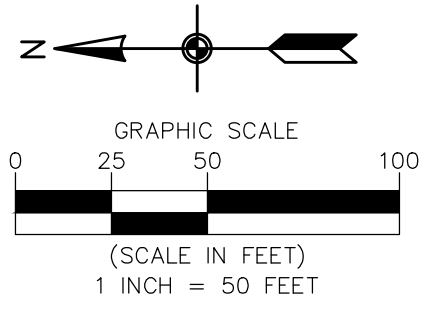


DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:
(NOT TO SCALE)

being 5 feet in width and adjoining lot lines and 10 feet in width and adjoining public ways unless otherwise shown on this plat.

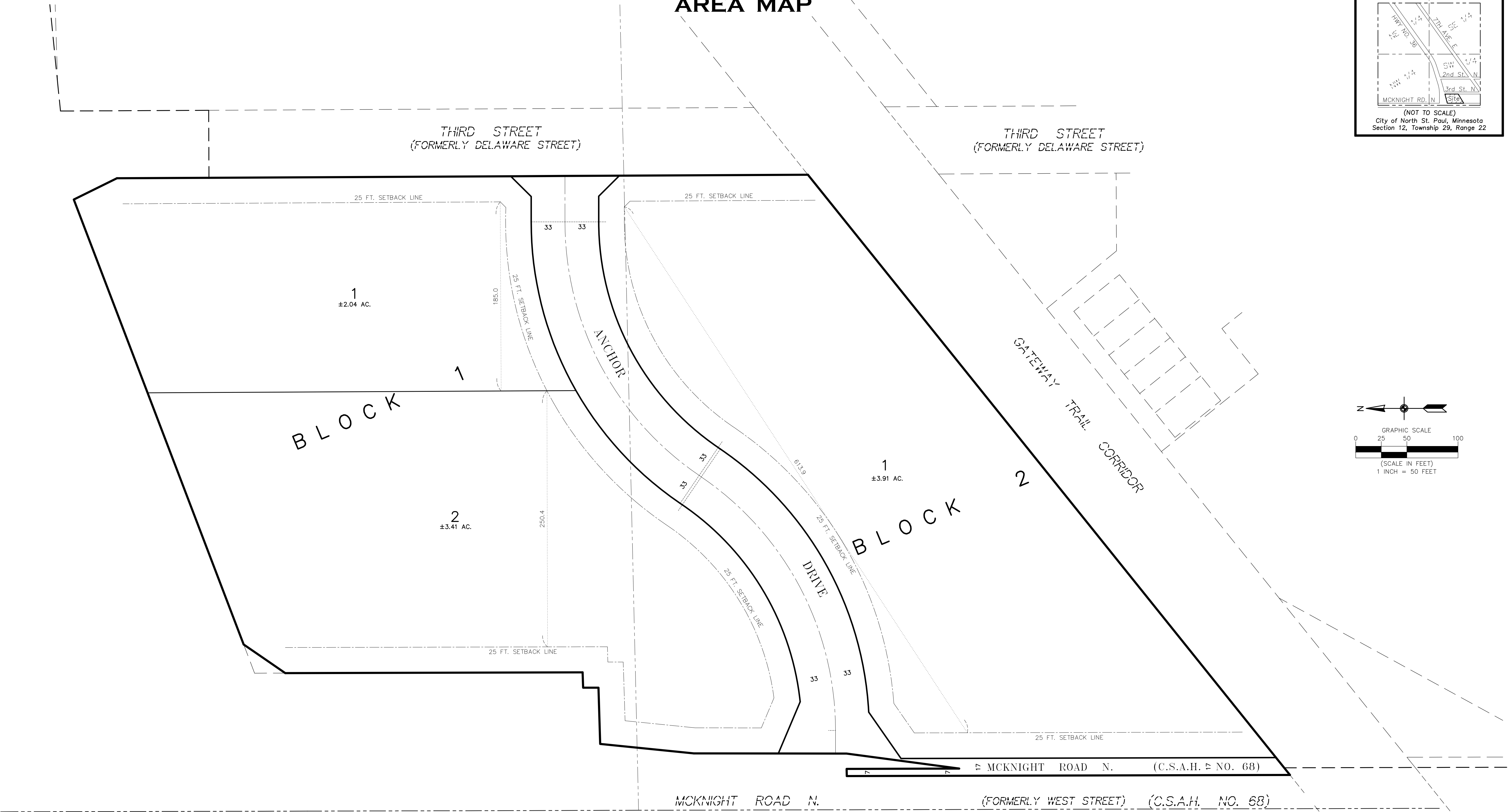
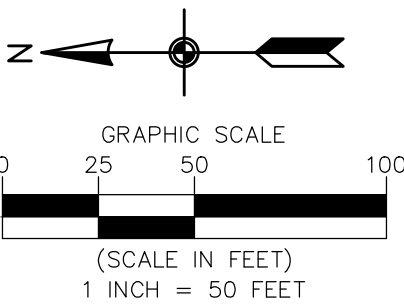
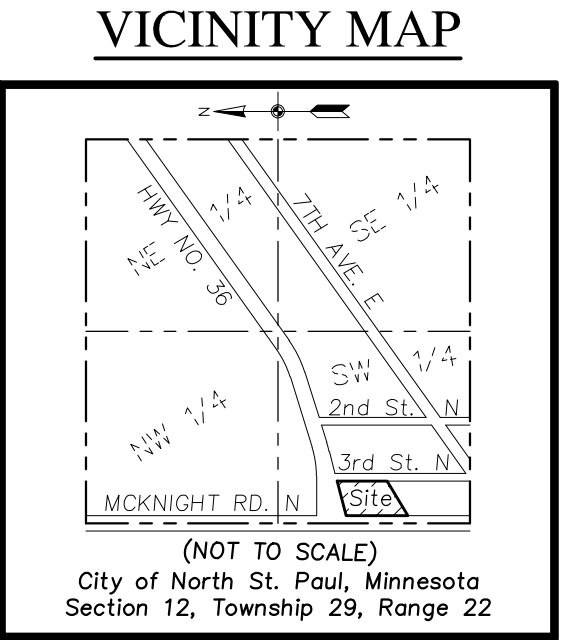
For the purposes of this plat, the West line of the Southwest Quarter of Section 12, Township 29, Range 22, is assumed to have a bearing of South 00°08'26" East

- Denotes Found Ramsey County Cast Iron Monument
- PK ● Denotes set PK nail with disc bearing license number 40361
- Denotes 5/8 inch by 14 inch Rebar, set and marked with License Number 40361 or will be set in accordance with MS Section 505.021, Subd. 10
- Denotes Found Iron Monument, as noted
- ⊕ Denotes Found MNDOT Right-of-Way Monument (2 inch Aluminum Disc)



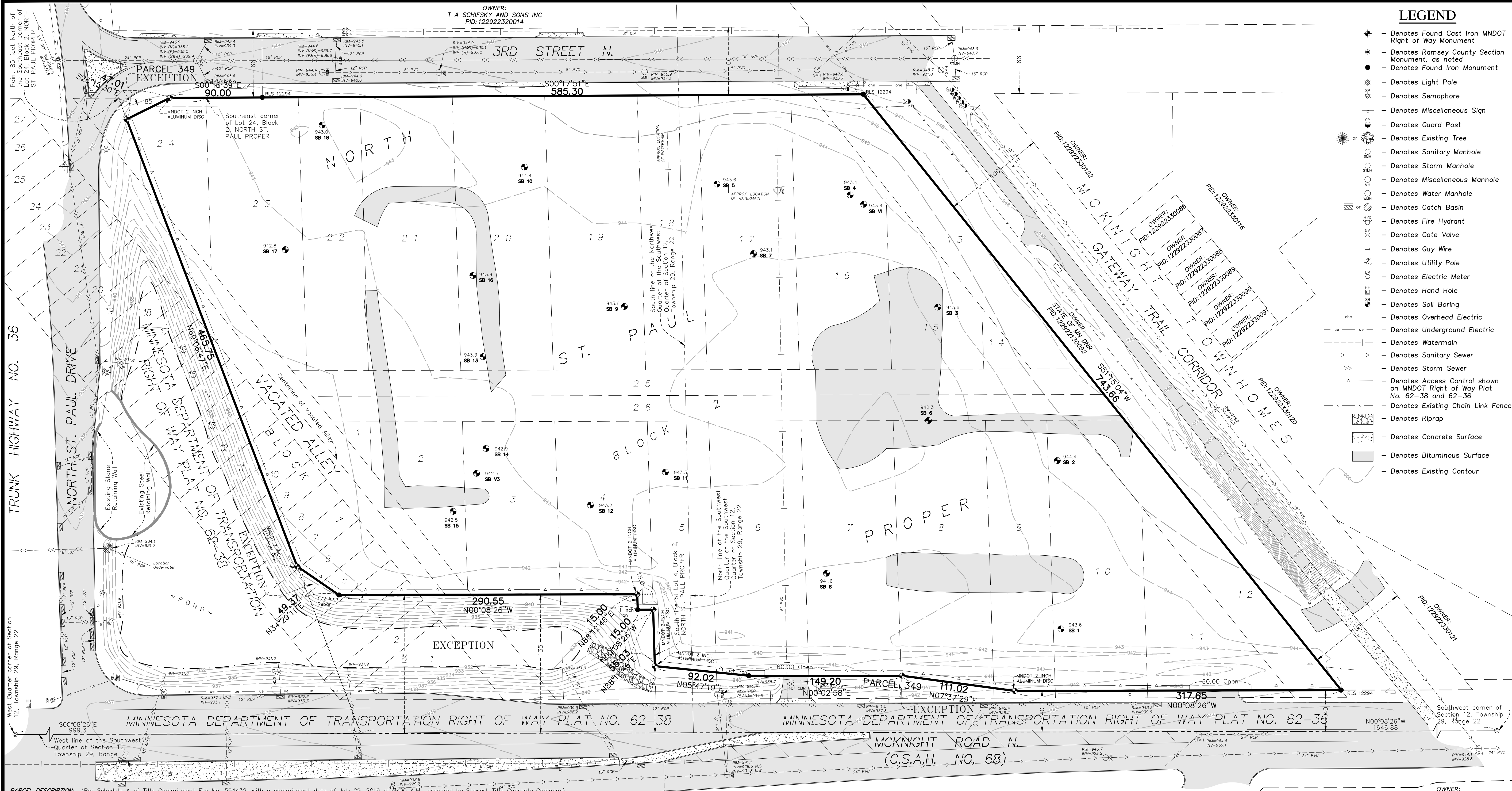
ANCHOR BLOCK COMMONS

AREA MAP



SITE DATA:

Total Site Area	±10.54 AC.
Total Right of Way Area	±1.18 AC.
Total Lot Area	±9.36 AC.
LOT 1, BLOCK 1	±2.04 AC.
LOT 2, BLOCK 1	±3.41 AC.
LOT 1, BLOCK 2	±3.91 AC.



PARCEL DESCRIPTION: (Per Schedule A of Title Commitment File No. 594432, with a commitment date of July 29, 2019 at 7:00 A.M., prepared by Stewart Title Guaranty Company)

Parcel 1 (a):
All that part of Block One (1) of North St. Paul Proper, Ramsey County, Minn.; and the Northwesterly One-half (NW 1/2) of the vacated alley lying between Blocks One (1) and Two (2) which accrued to Block One (1) by operation of law upon vacation thereof, lying Southeasterly of the following described line:

Beginning at a point of the West line of Section Twelve (12), Township Twenty-nine (29) North, Range Twenty-two (22) West distant 999.3 feet South of the West quarter corner thereof; thence run Northeasterly to a point on the East line of Lot Twenty-four (24) of Block Two (2) of North St. Paul Proper, distant Eighty-five (85) feet North of the Southeast corner thereof and there terminating;

Except all that part thereof lying Westerly of the following described line:

Beginning at the point of intersection of the above described line with a line run parallel with and distant One Hundred Thirty-five (135) feet East of the West line of said Section Twelve (12); thence run South on said 135 foot parallel line to its intersection with the South line of Lot Four (4) of said Block Two (2); thence run West on the South line of said Lot Four (4) to its intersection with a line run parallel with and distant 65 feet East of the West line of said Section Twelve (12); thence run Southwesterly to the point of intersection of a line run parallel with and distant Forty (40) feet East of the West line of said Section Twelve (12) with the South line of Lot Seven (7) of said Block Two (2) and there terminating;

And Except: A triangular piece adjoining and easterly of the last described strip, southeasterly of the first described line and northwesterly of the following described line: Beginning at a point on the last described line; distant 30 feet south of its intersection with the first described line; thence run northeasterly to a point on the first above described line, distant 30 feet northeasterly of said intersection and there terminating.

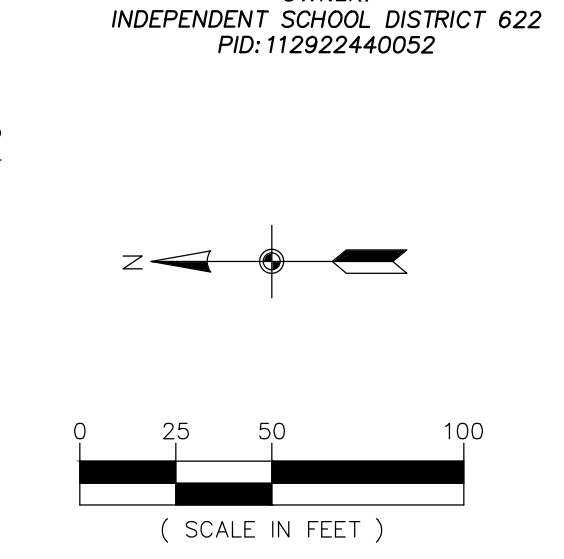
According to the plat thereof on file and of record in the office of the Register of Deeds in and for said Ramsey County.
(Abstract Property)

Parcel 1 (b):
Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25 and 26, Block 2, North St. Paul Proper; and the Southeasterly half of the vacated alley lying between Blocks 1 and 2 which accrued to Block 2 by operation of law upon vacation thereof, lying Southeasterly of the following described line: Beginning at a point of the West line of Section 12, Township 29 North, Range 22 West distant 999.3 feet South of the West quarter corner thereof; thence run Northeasterly to a point on the East line of Lot 24 of said Block 2 distant 85 feet North of the Southeast corner thereof and there terminating; except all that part thereof lying Westerly of the following described line: Beginning at the point of intersection of the above described line with a line run parallel with and distant 135 feet East of the West line of said Section 12; thence run South on said 135 foot parallel line to its intersection with the South line of Lot 4 of said Block 2; thence run West on the South line of said Lot 4 to its intersection with a line run parallel with and distant 65 feet East of the West line of said Section 12; thence run Southwesterly to the point of intersection of a line run parallel with and distant 40 feet East of the West line of said Section 12 with the South line of Lot 7 of said Block 2 and there terminating.

Except that part of Lots 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 24, Block 2, together with the vacated portion of the alley adjoining said Lots 2 and 24, all in North St. Paul Proper, as shown as Parcel 349 on Minnesota Department of Transportation Right of Way Plats Number 62-36 and 62-38 as the same are on file and of record in the office of the Registrar of Titles for Ramsey County, together with all right of access as shown on said plats by the access control symbol.
(Torrens Property, Certificate of Title No. 606653)

- Parcel 2:**
That part of Lot 4, Block 2, North St. Paul Proper, described as follows: Beginning at the point of intersection of the South line of said Lot 4, with a line run parallel with and distant 135 feet East of the West line of Section 12, Township 29 North, Range 22 West; thence North on said 135-foot parallel line for 15 feet; thence West parallel with the South line of said Lot 4 for 15 feet; thence South parallel with the West line of said Section 12 for 15 feet to the South line of said Lot 4; thence East on the South line of said Lot 4 to the point of beginning.
- Except that part of Lot 4, Block 2, North St. Paul Proper, as shown in Parcel 349 on Minnesota Department of Transportation Right of Way Plat numbered 62-38 as the same is on file and of record in the office of the Registrar of Titles for Ramsey County, together with all right of access as shown on said plot by the access control symbol.
(Torrens Property, Certificate of Title No. 606655)
- GENERAL NOTES:**
- The field work for this survey was completed on July 12, 2019.
 - Bearings shown are based on the West line of the Southwest Quarter of Section 12, Township 29 North, Range 22, Ramsey County, Minnesota, which is assumed to bear S00°08'26"E.
 - Surveyed property address – 2300 McKnight Road N., North St. Paul, MN 55109.
 - Above ground utilities have been field located as shown. All underground locations shown hereon are APPROXIMATE. Prior to any excavations or digging, contact Gopher State One Call for an on-site location (651-454-0002).
 - Surveyed parcel contains ±456,118 sq. ft. (±10.47 acres).

- LEGEND**
- Denotes Found Cast Iron MNDOT Right of Way Monument
 - Denotes Ramsey County Section Monument, as noted
 - Denotes Found Iron Monument
 - Denotes Light Pole
 - Denotes Semaphore
 - Denotes Miscellaneous Sign
 - Denotes Guard Post
 - Denotes Existing Tree
 - Denotes Sanitary Manhole
 - Denotes Storm Manhole
 - Denotes Miscellaneous Manhole
 - Denotes Water Manhole
 - Denotes Catch Basin
 - Denotes Fire Hydrant
 - Denotes Gate Valve
 - Denotes Guy Wire
 - Denotes Utility Pole
 - Denotes Electric Meter
 - Denotes Hand Hole
 - Denotes Soil Boring
 - Denotes Overhead Electric
 - Denotes Underground Electric
 - Denotes Watermain
 - Denotes Sanitary Sewer
 - Denotes Storm Sewer
 - Denotes Access Control shown on MNDOT Right of Way Plat No. 62-38 and 62-36
 - Denotes Existing Chain Link Fence
 - Denotes Riprap
 - Denotes Concrete Surface
 - Denotes Bituminous Surface
 - Denotes Existing Contour



BENCHMARK
1. Ramsey County Benchmark Station #9240, located in the Southwest Quadrant of the intersection of McKnight Road and 15th Avenue East. Elev.= 961.975 (NAVD 88)

Carlson McCain
ENVIRONMENTAL - ENGINEERING - SURVEYING
3890 Pheasant Ridge Dr. NE #100, Blaine, MN
Phone: 763-489-7900 Fax: 763-489-7959

EXISTING CONDITIONS SURVEY

ANCHOR BLOCK COMMONS
North St. Paul, Minnesota

CITY OF NORTH ST. PAUL
2400 Margaret Street
North St. Paul, MN, 55109

REVISIONS

1.	
2.	
3.	
4.	
5.	
6.	

DRAWN BY: KCM
ISSUE DATE: 7/xx/19
FILE NO: 639-B

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota

Name: Thomas R. Balluff
Signature: _____
Date: 7/xx/19 License #: 40361

2 of 2

PROPOSED ACCESS OPENING AMENDMENT:

Access control as shown on MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 62-36, Ramsey County, Minnesota, is to be amended and opened between Point "A" and Point "B", more particularly described as follows:

Commencing at right of way boundary corner B13 as shown on said MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 62-36; thence North 07 degrees 37 minutes 25 seconds East, assumed bearing, along the easterly right of way line of said right of way plat, 55.58 feet to said Point "A"; thence continuing North 07 degrees 37 minutes 25 seconds East, along said easterly right of way line, 55.44 feet to right of way boundary corner B12, as shown on said right of way plat; thence North 00 degrees 02 minutes 54 seconds East, continuing along said easterly right of way line, 66.69 feet to said Point "B" and there terminating.

Agenda Information Memorandum
North St. Paul City Council
December 17, 2019

FROM THE OFFICE OF THE CITY MANAGER

Agenda placement: City Business

Subject: AMENDING ORDINANCE PERTAINING TO DOMESTIC ANIMAL LICENSING

To: Honorable Mayor and City Council

Background

With the adoption of the 2020 Fee Schedule, City Council authorized removing the licensing fees that are currently in place for domestic animals in Title IX, Chapter 95 of the North St. Paul City Code. Currently, the ordinance requires individuals residing in North Saint Paul to pay a licensing fee and register any domestic animal, defined as any cat or dog. In addition, the ordinance requires kennels to obtain a permit and pay a permit fee. A kennel is defined as the keeping of three or more dogs. The ordinance currently prohibits the keeping of six or more dogs at one location.

Analysis

The current ordinance provides for:

- The requirement that all cats and dogs be registered with the City.
- Individuals are required to pay a licensing fee for all cats and dogs.
- Individuals are required to pay a kennel fee for having three or more dogs.
- Individuals must comply with animal welfare standards for the keeping of domestic animals or maintaining a kennel.

The amended ordinance provides for:

- No requirement that cats or dogs be registered with the City.
- No requirement that an owner pay a licensing fee to the City for having a cat or dog.
- No requirement that a person who has a kennel pay a permit fee.
- A person who has a kennel (defined as having three or more dogs) would still need to apply for a permit and be subject to the animal welfare standards set forth in the ordinance.
- Individuals must continue to comply with the same animal welfare standards for the keeping of domestic animals or maintaining a kennel.

Recommendation: Consider motion to approve Ordinance No. 788 amending Chapter 95, which will remove the requirement that individuals have to register and pay a licensing fee for cats and dogs or a kennel fee for three or more dogs.

Attachments:

Ordinance No. 788

Respectfully submitted,

/s/ SD by mm

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL, RAMSEY COUNTY, MINNESOTA

ORDINANCE NO. ~~788~~.

AN ORDINANCE AMENDING TITLE IX, CHAPTER 95, PERTAINING TO THE
LICENSING OF DOMESTIC ANIMALS

THE CITY COUNCIL OF NORTH ST. PAUL, RAMSEY COUNTY, MINNESOTA,
ORDAINS:

SECTION 1. Title IX, Chapter 95 of the North St. Paul City Code is amended by adding the underlined language and deleting the strikethrough language as follows:

GENERAL PROVISIONS

§ 95.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ANIMAL. An animal of any kind, domestic or nondomestic.

ANIMAL WARDEN. Any person or persons appointed by the Manager as Animal Warden or deputies to enforce the provisions of this chapter.

AT LARGE. Any ~~licensed or unlicensed~~ animal within the city, except:

- (1) Any ~~licensed~~ domestic animal on a leash when under the physical control of any person;
- (2) Any ~~licensed~~ domestic animal within any motor vehicle; and
- (3) Any ~~licensed~~ domestic animal upon the premises of the owner or harbinger thereof.

DOG. All dogs, male and female, spayed or unspayed of any age.

DOG KENNEL. Any location where more than two dogs being kept for personal use or for sale. Puppies less than three months old are exempt.

DOMESTIC ANIMALS. All dogs and cats, male and female, spayed or unspayed of any age.

EXOTIC PETS/NON-DOMESTIC ANIMALS. Those animals commonly considered to be naturally wild and not naturally trained or domesticated, or which are commonly considered to be inherently dangerous to the health, safety, and welfare of people. Unless otherwise defined, non-domestic animals shall include:

- (1) Any member of the large cat family (family felidae) including lions, tigers, cougars, bobcats, leopards and jaguars, but excluding commonly accepted domesticated house cats.
- (2) Any naturally wild member of the canine family (family canidae) including wolves, foxes, coyotes, dingoes, and jackals, but excluding commonly accepted domesticated dogs.

(3) Any crossbreeds such as the crossbreed between a wolf and a dog, unless the crossbreed is commonly accepted as a domesticated house pet.

(4) Any member or relative of the rodent family including any skunk (whether or not descended), raccoon, or squirrel.

(5) Any poisonous, venomous, constricting, or inherently dangerous member of the reptile or amphibian families including rattlesnakes, boa constrictors, pit vipers, crocodiles and alligators.

(6) Any other animal which is not explicitly listed above but which can be reasonably defined by the terms of this section, including but not limited to bears, deer, monkeys and game fish.

FARM ANIMALS. Those animals commonly associated with a farm or performing work in an agricultural setting. Unless otherwise defined, **FARM ANIMALS** shall include members of the equestrian family (horses, mules), bovine family (cows, bulls), sheep, poultry (chickens, turkeys), fowl (ducks, geese), swine (including Vietnamese pot-bellied pigs), goats, bees, and other animals associated with a farm, ranch or stable.

OWNER. Any person owning, harboring or keeping an animal of any kind.

(‘89 Code, § 173.010) (Am. Ord. 712, passed 11-15-2011)

~~§ 95.02 LICENSE AND REGISTRATION REQUIRED.~~

~~—(A) All domestic animals kept, harbored or maintained by their owners in the city shall be licensed and registered. Domestic animal licenses shall be issued by the City Manager or designee upon payment of a license fee to be established by Council ordinance for each domestic animal. The owner shall state at the time application is made for such license and upon printed forms provided for such purpose the name and address and the name, breed, color and sex of each domestic animal owned or kept and shall provide evidence of compliance with the requirements of § 95.16. The provisions of this section shall not be intended to apply to domestic animals whose owners are visitors temporarily within the city for a period of less than 60 days. The city will consider reasonable accommodation requests for service animals.~~

~~—(B) All licenses shall be valid for two years from January 1 to December 31 of the following year. License applications may be made from January 1 through March 31 each year without penalty. When application is made after March 31 for any animal subject to licensing prior to that date, an additional fee shall be charged for the license. The additional fee herein prescribed is assessed to cover the additional costs of administration and not as a penalty, and the payment of such a fee shall not exempt any owner from any penalties imposed for any violation of this subchapter.~~

~~(‘89 Code, § 173.030) (Am. Ord. 765, passed 2-21-2017)~~

~~§ 95.03 TAG.~~

~~—Upon payment of the license fee, the City Manager shall issue to the owner a license certificate and a metallic tag for each domestic animal so licensed. The tag shall have stamped thereon the~~

~~year for which it was issued and the number corresponding with the number on the certificate. Every owner shall see that the tag is constantly worn by the domestic animal. In case a tag is lost or destroyed, a duplicate will be issued by the City Manager upon presentation of a receipt showing the payment of the license fee for the current year and the payment of a fee for such duplicate. Tags shall not be transferable from one domestic animal to another, and no refunds shall be made on any license fee because of death of or the owners leaving the city before expiration of the license period.~~

~~(`89 Code, § 173.040)~~

§ 95.024 TRAPPING LICENSE.

(A) No person shall engage in trapping of animals within the city without obtaining a special single use license from the City Manager for control of nuisance animals.

(B) No traps shall be sold to or purchased by any person under 18 years of age.

(C) For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

TRAP. Any mechanical device or snare which seeks to hold, capture or kill an animal.

TRAPPING. The setting, laying, using or having in possession, except at their own home or in their own motor vehicle, a trap, unless authorized by this section.

(D) This section shall not apply to traps specifically designed to kill rats, mice, gophers or moles, nor does it apply to cage-type live traps employed for the control of nuisance animals as long as such traps are tended to each 12 hours.

(`89 Code, § 173.230) Penalty, see § 10.99

REGULATIONS

§ 95.15 RUNNING AT LARGE.

(A) The running at large of any animal in the city is declared to be a nuisance and is prohibited. A person who owns, harbors, or keeps a domestic animal that runs at large shall be guilty of a misdemeanor.

(B) Any such animals found running at large shall be impounded, and a notice of impounding posted as provided for dogs in § 95.40. Sale of impounded animals shall proceed as provided for dogs in § 95.41.

(C) Animals may be redeemed prior to their sale or disposition by the owner upon payment to the City Manager of a fee to be determined by Council Ordinance.

(`89 Code, § 173.020) (Am. Ord. 712, passed 11-15-2011) Penalty, see § 10.99

§ 95.16 VACCINATIONS.

It shall be unlawful for the owner of any domestic animal to keep or maintain such unless it shall have been vaccinated by a licensed veterinary surgeon with anti-rabies vaccine, ~~currently~~

~~valid for the license period for which such is kept or maintained. No license provided for herein shall be issued except upon compliance with this section.~~

(`89 Code, § 173.070) Penalty, see § 10.99

§ 95.17 BITING ANIMALS.

(A) It is unlawful for an owner to fail to restrain an animal from biting any person, whether or not the owner is present at the time of the bite. Whenever any person owning an animal within the city shall learn that such animal has bitten any human being, such person shall immediately impound said animal in a place of confinement where it cannot escape or have access to any human being or other animal and shall also immediately notify the Chief of Police.

(B) The Chief of Police when informed that an animal has bitten any human being shall ascertain the identity of such animal and the person owning or harboring and shall immediately direct such person to immediately impound such animal as herein required. The Chief of Police shall also immediately notify the Manager of the place where the animal is impounded.

(C) Any animal which has bitten a human being shall be impounded continuously for ten days. The Manager or designee shall inspect said animal from time to time during its period of confinement and determine whether such animal is infected with rabies. For this purpose he or she shall have access to the premises where such animal is kept at all reasonable hours and may take possession of the animal and confine it in the city pound or other suitable place at the expense of the owner. The owner or person in possession or harboring such animal shall immediately notify the Manager or designee of any evidence of sickness or disease in the animal during its period of confinement and shall promptly deliver its carcass to the Manager or designee in case of its death during such period.

(`89 Code, § 173.110) Penalty, see § 10.99

§ 95.18 DISEASED ANIMALS.

(A) *Running at large.* No person shall keep or allow to be kept on his or her premises, or on premises occupied by them, nor permit to run at large in the city, any animal which is diseased so as to be a danger to the health and safety of the city, ~~even though the animal be properly licensed under this section,~~ and a warrant to search for and seize the animal is not required.

(B) *Confinement.* Any animal reasonably suspected of being diseased and presenting a threat to the health and safety of the public, may be apprehended and confined in the pound by any person, the Animal Control Officer or a police officer. The officer shall have a qualified veterinarian examine the animal. If the animal is found to be diseased in a manner so as to be a danger to the health and safety of the city, the officer shall cause the animal to be painlessly killed and shall properly dispose of the remains. The owner or keeper of the animal killed under this section shall be liable to the city for the cost of maintaining and disposing of the animal, plus the costs of any veterinarian examinations.

(C) *Release.* If the animal, upon examination, is not found to be diseased the animal shall be released to the owner or keeper free of charge.

Penalty, see § 10.99

§ 95.19 DANGEROUS ANIMALS.

(A) The provisions of M.S. §§ 347.50 through 347.565 are adopted and incorporated as if fully set out herein, except that all references to “dog” shall be replaced with “animal”. In addition to those provisions, the following also apply.

(B) *Attack by an animal.*

(1) It shall be unlawful for any person’s animal to inflict or attempt to inflict bodily injury to any person or other animal whether or not the owner is present. This division shall not apply to an attack by an animal under the control of an on-duty law enforcement officer or to an attack upon an intruder who has entered the owner’s property with criminal intent.

(2) If any Police Officer or Animal Control Officer is witness to an attack by an animal upon a person or another animal, the officer may take whatever means the officer deems appropriate to bring the attack to an end and prevent further injury to the victim.

(C) *Definitions.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

DANGEROUS ANIMAL. An animal which has:

(a) Without provocation, inflicted substantial bodily harm on or disfigurement to a human being on public or private property;

(b) Killed a domestic animal without provocation while off the owner’s property;

(c) Previously been found to be potentially dangerous, and after the owner has notice that the animal is potentially dangerous, the animal aggressively bit, attacked, or endangered the safety of humans or domestic animals; or

(d) When unprovoked, bitten one or more persons on two or more occasions.

POTENTIALLY DANGEROUS ANIMAL. An animal which has:

(a) When unprovoked, inflicted bites on a human or domestic animal on public or private property;

(b) When unprovoked, chased or approached a person, including a person on a bicycle, upon the streets, sidewalks, or any public or private property, other than the animal owner’s property, in an apparent attitude of attack;

(c) Exhibited unusually aggressive behavior, such as an attack on another animal; or

(d) Had a known propensity, tendency, or disposition to attack unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals.

PROPER ENCLOSURE. Securely confined indoors or in a securely locked pen or structure suitable to prevent the animal from escaping and to provide protection for the animal from the elements. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the animal to exit of its own volition, or any house or structure in which windows are open or in which door or window screens are the only barriers which

prevent the animal from exiting. The enclosure shall not allow the egress of the animal in any manner without human assistance. A pen or kennel shall meet the following minimum specifications.

(a) Have a minimum overall floor size of 32 square feet.

(b) Sidewalls shall have a minimum height of five feet and be constructed of 11 gauge or heavier wire. Openings in the wire shall not exceed two inches, support posts shall be 1 1/4- inch or larger steel pipe buried in the ground 18 inches or more. When a concrete floor is not provided, the sidewalls shall be buried a minimum of 18 inches in the ground.

(c) A cover over the entire pen or kennel shall be provided. The cover shall be constructed of the same gauge wire or heavier as the sidewalls and shall also have no openings in the wire greater than two inches.

(d) An entrance/exit gate shall be provided and be constructed of the same material as the sidewalls and shall also have no openings in the wire greater than two inches. The gate shall be equipped with a device capable of being locked and shall be locked at all times when the animal is in the pen or kennel.

UNPROVOKED. The condition in which the animal is not purposely excited, stimulated, agitated, or disturbed.

(D) *Designation as potentially dangerous animal.* The Animal Control Officer shall designate any animal as a potentially dangerous animal upon receiving evidence that the animal has committed one of the acts stated in the definition for “potentially dangerous animal” in division (C). When an animal is declared potentially dangerous, the Animal Control Officer shall cause one owner of the animal to be notified pursuant to division (F)(1).

(E) *Designation as a dangerous animal.* The Animal Control Officer shall designate any animal as a dangerous animal upon receiving evidence that the animal has committed one of the acts stated in the definition of “dangerous animal” in division (C). When an animal is declared dangerous, the Animal Control Officer shall cause one owner of the animal to be notified pursuant to division (F)(1).

(F) *Procedure.* The Animal Control Officer, after having determined that an animal is dangerous or potentially dangerous may proceed in the following manner.

(1) The Animal Control Officer shall cause one owner of the animal to be notified in writing or in person that the animal is dangerous or potentially dangerous and may order the animal seized or make orders as deemed proper. This owner shall be notified as to dates, times, places, and parties bitten, and shall be given 14 days to appeal this order by requesting a hearing for a review of this determination.

(2) If an owner requests a hearing for determination as to the dangerous or potentially dangerous nature of the animal, the hearing shall be held before the City Manager or their designees, which shall set a date for hearing not more than 14 days after a demand for the hearing. The records of the Animal Control Officer shall be admissible for consideration by the City Manager or their designees without further foundation. After considering all evidence pertaining to the temperament of the animal, the City Manager or their designees shall make an

order as it deems proper. In the event that the designation is upheld, actual expenses of the hearing up to a maximum of \$1,000 will be the responsibility of the animal's owner.

(G) *Conditions.* Following designation as a dangerous or potentially dangerous animal, the following conditions will apply.

(1) The Animal Control Officer may impose conditions it deems necessary to protect the safety of the public.

(2) The owner must comply with all state statutory requirements.

(3) The owner of the animal must immediately register the animal with the Animal Control Officer and pay the registration fee. The owner must provide the address where the animal resides.

(4) The owner shall notify the Animal Control Officer in writing if the animal is to be relocated from its current address or given or sold to another person. The notification shall be given in writing at least 14 days prior to the relocation or transfer of ownership. The notification shall include the current owner's name and address, the relocation address, and the name of the new owner, if any.

(H) *Seizure.* The Animal Control Officer must seize an animal for any of the reasons listed in M.S. § 347.54. The Animal Control Officer may seize an animal for failure to comply with any conditions imposed under this section, and said animal may be reclaimed upon payment of fees and proof of compliance. The Animal Control Officer may seize an animal pending destruction. If the animal is ordered into custody, the owner shall immediately make the animal available to the Animal Control Officer. If the owner does not immediately make the animal available, the Animal Control Officer shall obtain an order or warrant authorizing the seizure of the animal from a court of competent jurisdiction.

(I) *Destruction.*

(1) The Animal Control Officer is authorized to order that an animal be destroyed based on a written order containing one or more of the following findings of fact:

(a) The animal inflicted substantial or great bodily harm on a human on public or private property without provocation;

(b) The animal inflicted multiple bites on a human on public or private property without provocation;

(c) The animal bit multiple human victims on public or private property in the same attack without provocation;

(d) The animal bit a human on public or private property without provocation in an attack where more than one animal participated in the attack; or

(e) The animal has been declared dangerous or potentially dangerous, and the owner of the animal has demonstrated an inability or unwillingness to control the animal in order to prevent injury to persons or other animals.

(2) The owner shall be provided written notice of the order for destruction and shall be given 14 days to appeal this order by requesting a hearing for a review of this determination. If an owner requests a hearing under this section, the hearing shall be held before the City Council, which shall set a date for hearing not more than three weeks after a demand for the hearing. The records of the Animal Control Officer, City Manager, or their designees' shall be admissible for consideration by the City Council without further foundation. After considering all evidence pertaining to destruction of the animal, the City Council shall make an order as it deems proper.

(3) If the owner does not request a hearing within 14 days, the animal may be destroyed. No person shall harbor an animal after it has been ordered into custody for destruction. If the owner does not immediately make the animal available, the Animal Control Officer shall obtain an order or warrant authorizing the seizure of the animal from a court of competent jurisdiction.

(Am. Ord. 769, passed 7-17-2018) Penalty, see § 10.99

§ 95.20 MUZZLING OF ANIMALS.

Whenever the Manager or designee shall so request in writing stating reasons, the Mayor shall issue a proclamation ordering every person owning an animal to muzzle it. No person shall violate such proclamation, and any unmuzzled animal running at large during the time fixed in the proclamation shall be killed by the police without any notice to the owner.

(`89 Code, § 173.120)

§ 95.21 INTERFERENCE WITH OFFICERS AND ANIMAL WARDENS.

No person shall take or attempt to take from any officer or Animal Warden any animal taken up in compliance with this chapter or in any manner interfere with or hinder such officer or Animal Warden in the discharge of duties under this chapter.

(`89 Code, § 173.130) Penalty, see § 10.99

§ 95.22 GIFTS OF CERTAIN ANIMALS PROHIBITED.

No person not duly licensed to operate a pet shop by the Council shall give away baby chickens, baby ducks, other unmatured small fowl or baby rabbits as prizes or pets.

(`89 Code, § 173.140) Penalty, see § 10.99

§ 95.23 EXOTIC PETS/NON-DOMESTIC ANIMALS/FARM ANIMALS.

No person shall harbor any exotic pets, non- domestic pets, or farm animals, nor build, maintain or use a structure for the keeping of such animals within the city limits.

(Am. Ord. 712, passed 11-15-2011) Penalty, see § 10.99

§ 95.24 HUMANE CARE.

(A) All owners shall provide their animal with sufficient food and water, proper shelter, veterinary care when needed to prevent suffering and with humane care and treatment. No person shall poison, ill treat or abandon any animal. Unwanted animals may be given to the Animal Warden at no cost to the owner.

(B) Whenever the Animal Warden encounters a stray animal suffering pain, he or she shall act promptly to notify the owner. If unable to ascertain or locate the owner, he or she may take the animal to a veterinarian for treatment or to the pound for disposition. The cost of any care or treatment shall be borne by the owner.

(`89 Code, § 173.190) Penalty, see § 10.99

§ 95.25 DOG KENNELS; LICENSE REQUIRED.

(A) *Definition of KENNEL.* The keeping of three or more dogs on the same premises, whether owned by the same person or not and for whatever purpose kept, shall constitute a **KENNEL** except that a fresh litter of pups may be kept for a period of three months before that keeping shall be deemed to be a **KENNEL**.

(B) *Certain kennels are nuisances.* Because the keeping of six or more dogs on the same premises is subject to great abuse, causing discomfort to persons in the area by way of smell, noise, hazard, and general aesthetic depreciation, the keeping of six or more dogs on the premises is hereby declared to be a nuisance and no person shall keep or maintain a kennel with six or more dogs within the city.

(C) *Kennel permit.* A kennel permit is required before three or more dogs may be kept on the same premises. The permit shall be obtained from the City Clerk. All permits shall be valid for two years from January 1 to December 31 of the following year. ~~The fee for a kennel permit shall be established by ordinance.~~ Persons operating or maintaining a kennel as defined by M.S. § 347.31, Subd. 2, as it may be amended from time to time, shall also obtain a kennel license from the state Board of Animal Health before being issued a kennel permit by the city.

(D) Kennels shall be kept in a clean and sanitary manner, all animals shall be treated humanely, and the owners or operators of all kennels shall follow all of the provisions of Minn. Rules parts 1720.1400 to 1720.1550, as they may be amended from time to time.

(E) A kennel permit may be revoked by the City Council if a kennel is not kept in a clean and sanitary manner, if the animals are not treated humanely, if the kennel does not comply with the above cited rules, or if any other provision of this subchapter is violated, including the prohibition of habitual barking and the requirement to clean up litter.

(F) Any person, firm or corporation who violates any provision of this subchapter shall, upon conviction, be guilty of a misdemeanor, and the penalty which may be imposed shall be that in § 10.99.

(`89 Code, § 173.220) (Am. Ord. 765, passed 12-5-2017) Penalty, see § 10.99

§ 95.26 NUISANCES.

(A) Every owner of a domestic animal shall exercise proper care and control of the animal to prevent the animal from becoming a public nuisance. Molesting passers-by; chasing persons, vehicles, bicycles, skateboarders, roller skaters and the like; attacking persons or other domestic animals; damaging property; running at large; or similar acts performed by animals shall be deemed a nuisance.

(B) Also, every person who takes a domestic animal off the property where it is boarded shall have on his or her person materials to remove excretory matter that the domestic animal may deposit, and that person is also responsible to see that such matter is picked up and properly disposed of, and a failure to have such material on his or her person or to pick up excretory matter so deposited shall be deemed a nuisance.

(`89 Code, § 173.090)

(C) It shall be unlawful for any person to keep or harbor a dog which habitually barks or cries. Habitual barking shall be defined as barking for repeated intervals of at least five minutes with less than one minute of interruption. The barking must also be audible off of the owner's or caretaker's premises.

ADMINISTRATION AND ENFORCEMENT

§ 95.40 IMPOUNDING.

The Animal Warden may, when necessary, apprehend any domestic animal found running at large and impound or cause a notice of violation of this order to be issued to the owner. The Pound Master, upon receiving any domestic animal, shall make a complete registry, entering the breed, color and sex of such ~~and whether licensed. If licensed, he or she shall enter the name and address of the owner and number of the license tag.~~

(`89 Code, § 173.050)

§ 95.41 NOTICE TO OWNER AND REDEMPTION.

Forthwith upon the impounding of any ~~licensed or unlicensed~~ domestic animal the owner shall be notified. The owner of any domestic animal so impounded may reclaim such upon payment of ~~any unpaid license fee,~~ any fine and all costs and charges incurred for impounding, maintenance or treatment of such domestic animal. If, at the expiration of the times specified in § 95.45 from the date of notice, or of impoundment if ownership cannot be ascertained, such domestic animal shall not have been redeemed, it may be disposed of according to law.

(`89 Code, § 173.060) (Am. Ord. 712, passed 11-15-2011)

§ 95.42 ANIMAL WARDEN AND DEPUTIES.

The Manager is empowered with the consent of the Council to contract for Animal Warden and impounding service to enforce this chapter, except §§ 95.04 and 95.27. The Manager shall designate the Animal Warden and deputies, and they shall have police powers to cite owners of animals for violations of this code in addition to their power of impounding.

(`89 Code, § 173.080)

§ 95.43 OFFICERS MAY KILL ANIMALS.

Police officers are authorized and empowered to kill any animal found in violation of this chapter whenever such animal cannot be safely taken up and impounded. No impounding or killing of any animal shall exempt the owner or harbinger of such animal from the penalties provided in this code.

(`89 Code, § 173.100)

§ 95.44 MANAGER AUTHORIZED TO CONTRACT FOR POUNDING SERVICES.

The Manager is authorized to contract for necessary pounding services on behalf of the city. Such services shall only be used by the city where necessary for proper enforcement of the law or where a safety hazard exists.

(`89 Code, § 173.200)

§ 95.45 LIEN FOR POUNDING AND TRANSPORTATION COSTS AND NOTICES.

(A) The city may impound any animal where necessary for the proper enforcement of the law or where a safety hazard exists. No animal which has been impounded shall be released to the owner or custodian until all reasonable pounding and transportation costs have been paid and the authorized person having charge of the impounded animal shall have a lien for such costs.

(B) In all cases where an animal is impounded, the owner, if known, or the custodian, if the owner is unknown, shall be immediately notified. If the owner or custodian be unknown and cannot by reasonable effort be ascertained or shall not, after notice, redeem such animal by paying the expenses incurred as aforesaid, it may be treated as an estray and be dealt with as such. All animals conveyed to the pound shall be kept, with humane treatment and sufficient food and water for their comfort, at least five regular business days, unless the animal is a dangerous animal in which case it shall be kept for seven regular business days and except if the animal is a cruelly- treated animal in which case it shall be kept for ten regular business days, unless sooner reclaimed by their owners or keepers as provided by this section.

(`89 Code, § 173.210)

SECTION 2. This Ordinance shall become effective immediately upon its passage and publication according to law.

PASSED and ADOPTED this ____ day of _____, 2019, by the City Council of the City of North St. Paul, Minnesota.

CITY OF NORTH ST. PAUL

By: _____
Terry Furlong, Mayor

ATTEST:

Scott Duddeck, City Manager

**CITY OF NORTH ST. PAUL
RAMSEY COUNTY, MINNESOTA**

SUMMARY OF ORDINANCE NO. _____,

**AN ORDINANCE AMENDING TITLE IX, CHAPTER 95, PERTAINING TO THE
LICENSING OF DOMESTIC ANIMALS**

NOTICE IS HEREBY GIVEN that on _____, Ordinance No. _____ was adopted by the City Council of the City of North St. Paul, Minnesota.

NOTICE IS FURTHER GIVEN that because of the lengthy nature of Ordinance No. _____, the following summary of the ordinance has been prepared for publication.

NOTICE IS FURTHER GIVEN that Title IX, Chapter 95 has been amended to remove the requirement that domestic animals be licensed.

A printed copy of the whole ordinance is available for inspection by any person during the City's regular office hours.

APPROVED for publication by the City Council of the City of North St. Paul this ____ day or _____, 2019.

CITY OF NORTH ST. PAUL

By: _____
Terry Furlong, Mayor

ATTEST:

Scott Duddeck, City Manager

Agenda Information Memorandum
North St. Paul City Council
December 17, 2019

FROM THE OFFICE OF THE CITY MANAGER

Agenda placement: Consent

Subject: 2020 NORTH ST. PAUL HISTORY CRUZERS CAR SHOW MEMORANDUM OF AGREEMENT

To: Honorable Mayor and City Council

Background/Facts:

- Mayor Terry Furlong, City staff and business association members met with car show organizers in November to recap the 2019 Car Show and discuss the Show for 2020.
- On December 10, 2019 City staff hosted a public meeting at city hall to discuss and hear any concerns or comments regarding the 2020 Car Show.
- Organizers estimated average attendees at about 6,000 to 7,000 per night; up to 10,000 on busy nights.
- Dates for the 2020 Car Show are June 5 through September 18. The Fall Round Up Parade is slated for Thursday, September 17. It will be the 26th year of the Car Show.
- The annual Memorandum of Agreement includes the Parade as the Car Show organizes that event.
- New for 2019 the Car Show will extend east on 7th Ave to Henry Street.
- The Police Department will have officers and reserve officers available to provide an increased presence during the Car Show to assist as needed.

In 2020 there will be the redevelopment of the old city hall site along with street reconstruction projects in the downtown area that will affect the Car Show at times. The Car Show will be held on 7th Ave. between 1st Street and Henry Street, and will adjust as needed with the ongoing construction.

Recommendation: It is recommended the City Council approve the Memorandum of Agreement for the 2020 History Cruzers Car Show between the City of North St. Paul and North St. Paul History Cruzers.

Attachments:

Memorandum of Agreement.

Resolution approving the Agreement.

Respectfully submitted,

/S/ SD by mm

Scott Duddeck
City Manager

2020 North St. Paul Friday Night Car Show

Memorandum of Agreement Between City of North St. Paul and North St. Paul History Cruzers

December 17, 2019

The purpose of this Agreement is to set forth the understandings of the City of North St. Paul and the North St. Paul History Cruzers for the operation of Car Show events from June 5, 2020 through September 18, 2020, and Fall Round Up Parade on September 17, 2020. The details of this agreement were reached after a number of meetings between the parties that were collaborative and good spirited. Both sides had the opportunity to raise issues and clarify positions and in the end a better working relationship resulted.

- A. The City and the History Cruzers agree to jointly accomplish the following:
1. Work together to assure the success of the Car Show and the safety of the public and peace of local neighborhoods.
 2. Jointly promote the Car Show in various means including Web Site and Newsletters of the City of North St. Paul.
 3. Actively promote the Car Show as a means of economic development for the businesses in the City.
 4. Use the Car Show as a source of funding for local charities and philanthropic groups.
- B. During 2020 there will be redevelopment projects taking place that will affect the Car Show and all parties agree to move and adjust locations as needed to accommodate the redevelopment and street reconstruction work.

The City will permit the North St. Paul History Cruzers the right to Car Shows as follows:

1. Operate for 16 consecutive Friday nights beginning June 5, 2020 and ending on September 18, 2020.
 2. Follow event hours of operation from 6:00 PM until 10:00 PM
 3. Close the following street during show times:
 - 7th Avenue between 1st Street and Helen Street
 - 7th Avenue from Helen Street to Margaret Street
 - 7th Avenue from Margaret Street to Charles Street
 - 7th Avenue from Charles Street to Henry Street
 - Helen Street from Seppala Boulevard to the northern edge of 4th Avenue
 4. Access City services, including sufficient public safety and public works personnel to conduct a safe, clean and efficient Car Show.
 5. Host the annual Fall Roundup Parade will be held on Thursday, September 17, 2020 with Parade line up and street closings as established according to the attached map, unless otherwise noted by Parade coordinators.
- C. The History Cruzers agrees to operate a Car Show consistent with the above conditions and in return agrees to the following:
1. Work with the City Manager and the Police Chief to create an enhanced communication system with the Police and Fire Departments during each event to allow for constant contact between car show representatives and emergency personnel.

2. Make their best attempt to develop spectator parking available and identified at several locations including North High, North Flex Academy, Old National Bank, American Legion, VFW.
3. Make best efforts to communicate with the residential areas immediately surrounding the Car Show area regarding the event by leaflets and signs and include contact persons for assistance.
4. Host a public meeting prior to the first car show to allow public comment and input from residents in the areas most impacted by the car shows, as well as the adjacent neighbors.
5. Make best efforts to include local vendors at the shows.
6. Make best efforts to involve local charities for fund raising purposes and consider fees for car show participants as a means of generating revenue for them.
7. Actively manage all intersections on 7th Avenue for safe pedestrian crossing.
8. Actively assist cars traveling through the closed streets for safe exiting during the show.
9. Remit \$350.00 per show to the City for costs associated with public safety and maintenance. There will be no charge on dates where there is a cancellation due to weather. Staff will be notified of said cancellation the Monday following a cancellation.
10. Provide insurance and indemnity to the City in amounts specified by the City Attorney.

We the undersigned agree to the terms and conditions specified within this document and agree not to amend or modify any of it without the express agreement of the other party and will give its best efforts to comply with its specifics and intents.

City of North Saint Paul

North St. Paul History Cruzers

Terrence J. Furlong, Mayor

Bob Van Canneyt, President

Scott A. Duddeck, City Manager

Bill Kinney, Vice President

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2019-xxx

**RESOLUTION APPROVING THE 2020 MEMORANDUM OF AGREEMENT
BETWEEN THE CITY OF NORTH ST. PAUL AND
THE NORTH ST. PAUL HISTORY CRUZERS
TO CONDUCT THE 2020 FRIDAY NIGHT CAR SHOWS**

WHEREAS, the purpose of the Memorandum of Agreement (“Agreement”) is to set forth the understandings of the City of North St. Paul and the North St. Paul History Cruzers for the operation of Car Show events during the summer of 2020; and,

WHEREAS, since 2009 both parties meet annually and have the opportunity to raise issues and clarify positions for the next year; and,

WHEREAS, the North St. Paul History Cruzers will assure all insurance is in order, communicate with vendors the requirement for them to obtain Special Event Vendors Licenses in order to participate in the Car Show, and confirm all conditions of the agreement are met.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA, the Memorandum of Agreement between the City of North St. Paul and the North St. Paul History Cruzers as stated is hereby approved.

BE IT FURTHER RESOLVED, the North St. Paul History Cruzers is also authorized to organize and conduct a Fall Roundup Parade on Thursday, September 17, 2020.

ADOPTED this 17th day of December, 2019.

Motion by Council Member
Second by Council Member

Voting:	Aye:	Council Member
		Council Member
		Council Member
		Council Member
		Mayor
	Nay:	None
	Abstain:	None
	Absent:	None

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager/Clerk

Agenda Information Memorandum
North St. Paul City Council
December 17, 2019

FROM THE OFFICE OF THE FIRE DEPARTMENT

Agenda placement: City Business

Subject: FIRE RELIEF ASSOCIATION PENSION INCREASE

To: Honorable Mayor and City Council

Background/Facts:

- The North St. Paul Fire Relief Association operates according to the requirements of State Statutes, with funding coming from State and passing through the City to the Relief Association.
- According to the state formula, this year's Maximum Benefit Worksheet determined the retirement benefit may be increased from \$5,200 to \$5,700 per year of service.
- The pension amount was increased from \$5,000 to \$5,200 in December 2016 and took effect January 1, 2017.
- To qualify for the pension a firefighter must be and remain in good standing for at least 10 years of service.
- The proposed benefit change will help keep the Department in a similar position with surrounding Departments which should also help with recruitment and retention of staff.
- The city has contributed \$37,507 in 2017, \$30,804 in 2018 and will have contributed \$31,677 in 2019 to the Fire Relief Association.
- The change, if approved, shall take affect January 1, 2020.

Recommendation: It is recommended the City Council approve a request from the North St. Paul Fire Relief Association to increase the annual pension amount from \$5,200 to \$5,700 per year of service.

Attachments:

Letter from the North St. Paul Fire Relief Association
Resolution authorizing increase

Respectfully submitted,

/s/ JM by mm

Jason Mallinger
Fire Chief

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2019-

**RESOLUTION AUTHORIZING AN INCREASE IN THE FIREFIGHTER PENSION
FROM \$5,200 PER YEAR TO \$5,700 PER YEAR**

WHEREAS, the North St. Paul City Council (“Council”) has received and considered a request from the North St. Paul Fire Relief Association (“Association”) to increase the pension amount for firefighters; and,

WHEREAS, the pension amount is determined by a formula set by the State of Minnesota (“State”), and if the formula permits an increase in the pension amount, the Association must then request and obtain Council approval; and,

WHEREAS, according to the State formula the pension may be set at a maximum of \$5,700 per year; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA, an increase in the North St. Paul Fire Relief Association pension amount is hereby granted.

BE IT FURTHER RESOLVED, as requested by the Association, the increase shall be from \$5,200 to \$5,700 per year and shall take effect on January 1, 2020.

ADOPTED this 17th day of December, 2019.

Motion by Council Member
Second by Council Member

Voting:	Aye:	Council Member
		Council Member
		Council Member
		Council Member
		Mayor
	Nay:	None
	Abstain:	None
	Absent:	None

Terrence J. Furlong, Mayor

Attest: _____
Scott A. Duddeck, City Manager/Clerk

OFFICE OF THE STATE AUDITOR**2019 Maximum Benefit Worksheet**

	A Fire State Aid and Supplemental State Aid	B Municipal Contribution	C 10% of Surplus *	D Active Members in Relief Association	E Per Year Average [(A + B + C) / D]
	(From FIRE-18)	(From FIRE-18)	(From SC-18)	(From FIRE-18)	
2018	60,649	40,481	34,176	31	4,365
	(From FIRE-17)	(From FIRE-17)	(From SC-17)	(From FIRE-17)	
2017	59,121	34,504	0	35	2,675
	(From FIRE-16)	(From FIRE-16)	(From SC-16)	(From FIRE-16)	
2016	59,125	22,000	0	36	2,253

* If deficit for the year, leave blank.

Average available financing per active member for the most recent 3-year period:
(sum of column E divided by 3)

3,098

Maximum Lump Sum Benefit Level under Minn. Stat. § 424A.02, subd. 3

5,700

December 2, 2019

Mayor Terry Furlong and City Council Members
C/o Mr. Scott Duddeck, City Manager
City of North Saint Paul
2400 Margaret Street
North Saint Paul, MN 55109

Dear Mayor and City Council Members;

The North Saint Paul Fire Department Relief Association pension fund is now fully funded. We hereby request your consideration and approval to increase the retirement benefit.

According to the state formula from this year's Maximum Benefit Worksheet the following was determined:

The retirement benefit can be increased to \$5,700.00 per year of service. At this time we ask to increase this benefit from \$5,200.00 to \$5,700.00 per year effective January 1st 2020.

Our retirement benefit will then be reviewed annually by the Relief Association and a recommendation will be brought to the city council for consideration.

We are asking for the City Council's authority to expend and allocate the funds currently available to us.

You may recall that the income for the pension fund is derived from the State Aid insurance allocation, interest from fund investments, and any city contributions. Additional positive income to the fund results when a fire fighter leaves the department prior to attaining 10 years of service or retires prior to the eligible disbursement age.

The changes we are asking you to approve will keep us in a similar position with the surrounding area Fire Departments.

We ask that you look favorably upon our request for this pension increase and take the necessary steps to approve our by-law amendment.

We appreciate all the support the City Council has given the North Saint Paul Department Relief Association over the years.

Thank you for your attention to this matter.

Sincerely,



Chris Hearden
President
North Saint Paul Department Relief Association



Scott Weber
Treasurer
North Saint Paul Department Relief Association

Agenda Information Memorandum
North St. Paul City Council
December 17, 2019

FROM THE OFFICE OF THE FINANCE DEPARTMENT

Agenda placement: Workshop / City Business

Subject: 2019-2022 Metropolitan Council Water Efficiency Grant Approval

To: Honorable Mayor and City Council

Background/Facts:

- The Metropolitan Council has implemented a water efficiency grant program effective September 30, 2019 to June 30, 2022. Grants were awarded on a competitive basis to municipalities that manage municipal water systems.
- The Metropolitan Council provides 75% of the program cost, while eligible municipalities must fund the remaining 25%. The City of North St. Paul applied for the maximum allowable amount of \$50,000; the approved grant amount is \$19,000. If acceptance of the grant is approved, the City is required to fund \$6,340.
- The combined Metropolitan Council and City of North St. Paul funding cannot pay 100% of an eligible items cost.
- The City will use this funding to provide residential water customers with a utility bill rebate of 90% of the cost of a new US EPA WaterSense labeled toilet, up to \$200.
- Any unused funds are subject to reallocation by the Metropolitan Council at their sole discretion.
- Due to limited funding City staff is requesting the following criteria:
 - Only current owner occupied City of North St. Paul Residential water customers are eligible
 - All applicants must have a current utility billing account
 - Limit of one rebate per account
 - Rebate limited to \$200 per account
 - The toilet tank and bowl must have the US EPA WaterSense label
 - All applicants are subject to an on-site verification if required
 - All rebates will be processed in the form a utility bill credit

Recommendation: It is recommended the City Council approve the award of the Metropolitan Council 2019-2022 Water Efficiency Grant and authorize execution of the agreement by the City Manager.

Attachments:

Residential Toilet Rebate Request Form
North St. Paul Water Efficiency Grant Rebate FAQ's
Metropolitan Council Water Efficiency Grant Program Outline
Metropolitan Council 2019-2020 Water Efficiency Grant Program Award Letter
Grant Agreement

Respectfully submitted,

/s/ JZ by mm

Jason Zimmerman
Finance Director

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager



City of North St Paul Toilet Rebate Request Form

For more information about the
City's Water Efficiency Rebate
Program go to
www.northstpaul.org

Send Completed Application to:

Barb Huelsman
City of North St. Paul
2400 Margaret St N
North St. Paul, MN 55109

Phone: 651-747-2428

Fax: 651-747-2425

Email: Barb.Huelsman@northstpaul.org



**NORTH
ST. PAUL**
extraordinary.

APPLICATION MUST BE COMPLETED IN FULL

Please attach a copy of the purchase receipt or invoice (the receipt / invoice must clearly identify the model, date of purchase and the Energy Star or WaterSense program qualification information).

Water Utility Bill Account #:

Property Address of Installation for Account Credit:

Property Owner: _____

Address: _____

City: _____

State: _____ Zip: _____

Contact Information to Schedule On-Site Verification if necessary:

* Phone: _____

* E-mail: _____

Important Reminders Regarding the Program:

- All rebates are in the form of utility bill credits
- Rebates are limited to 1 per utility account
- Multi-unit rental complexes are ineligible
- New construction is ineligible
- Please call to ensure availability of funding

Rebate(s) Requested:

☐

WaterSense Toilet(s)

☐

Rebates are processed on a first come first serve basis. Rebate funds are limited. Rebate programs, qualifications, and amounts are subject to change at any time.

Information

Type of Product Purchased: _____

Date of Purchase: _____ Cost (pre-tax): _____

Make: _____

Model #: _____ Bowl Model #: _____ Tank Model #: _____

Company / Contractor Purchased From: _____

Cost of Installation (Receipt or Invoice must be included): _____

Property Type: ☐ Single Family ☐ ☐

Customer Agreement: My signature indicates that the information provided is true, I have read and understand the Water Efficiency Rebate Program guidelines, and that I comply with North St. Paul's rebate program requirements. I have obtained all required permits. Upon compliance, a rebate will be distributed if funding is available when the application is received. I will allow a representative of North St. Paul to verify the installation if necessary before rebate is issued in the form of an account credit.

Signature: _____

Date: _____

FOR OFFICIAL OFFICE USE ONLY

Date Application Received: _____

Copy of Receipt Attached? _____

Total Allowable Rebate: _____

Verified By: _____

Comments: _____



WATER EFFICIENCY REBATE FAQ's

1. Who is eligible for the Water Efficiency Rebate? **All current owner occupied City of North St. Paul residential water customers with their account in good standing. Rebates are issued first come first serve. New construction and new development are not eligible at this time.**
2. Is there a limit to the number of Rebates? **Yes, at this time each account is limited to one rebate.**
3. What is the maximum amount of the rebate? **The City will rebate 90% of the cost of the toilet and any contractor installation fees up to \$250. For example If you purchase a toilet for \$200 your rebate is limited to \$180.**
4. Are multi-unit rental complexes eligible for the Water Efficiency Rebate Program? **At this time multi-unit rental complexes do not qualify for the Water Efficiency Rebate, as funds are limited.**
5. Are well users within the City eligible for the Water Efficiency Rebate? **No. At this time only City of North St. Paul Water Customers are eligible for the Water Efficiency Rebate.**
6. I just installed a water efficiency toilet in 2019. Am I eligible for the Water Efficiency Rebate? **To be eligible for the rebate the product must be purchased and installed after February 1, 2020.**
7. What documentation is required to receive the Water Efficiency Rebate? **A copy of the original purchase receipt and invoice for installation (if applicable) must be provided with the completed application. The receipt must clearly identify the make, model and date of purchase. **The toilet tank and bowl must have the US EPA WaterSense label.****
8. How do I know what products are eligible for the Water Efficiency Rebate Program? **Please refer to the Water Efficiency Rebate Overview which can be found on the City's Website for the links to all eligible Water Efficiency Products. If you don't have Internet access the City will also have available a listing of all eligible products at City Hall (2400 Margaret St. N)**
9. Do I need to pull any permits to be eligible for the Water Efficiency Rebate? **The applicant is responsible for securing any permits necessary for the work, if required.**
10. In what form are rebates issued? **Water Efficiency Rebates will be in the form of utility bill credits. No rebate checks will be issued.**

Nick Fleischhacker
Public Works Director
2400 Margaret St
North St. Paul, MN 55109

November 18, 2019

The Metropolitan Council is pleased to award the city of North St. Paul the amount of \$19,000 as part of our 2019-2022 Water Efficiency Grant Program. The amount of matching funds required from your municipality, based on the grant award above, is \$6,340. The city of North St. Paul is one of forty in the Twin Cities Metropolitan Area that applied for and was accepted into this grant program. We are pleased to report that all available grant funds have been awarded and that all applicants will receive an award.

The amount of funds requested totaled \$1,393,527, while the amount of funds available is \$787,600. Because funds requested exceed funds available, a set of ranking factors and an objective scoring system were developed to establish a method to distribute the available funds. A committee of three staff members reviewed the applications and developed this ranking and scoring system. If you are interested in learning more about the ranking factors and scoring system, please contact me at brian.davis@metc.state.mn.us and I will send you a detailed description of this process.

Below are some critical points to remember:

- New construction and new developments are not eligible
- Funds are for rebates or grants only; consulting and city staff time are ineligible
- Grant recipients must display the Clean Water, Land and Legacy Amendment logo and the Metropolitan Council logo on all documents which are intended for public use

The Clean Water, Land and Legacy Amendment is available here: <http://www.legacy.leg.mn/legacy-logo/legacy-logo-download>

To obtain electronic and print versions of the Metropolitan Council logo, please contact me at brian.davis@metc.state.mn.us.

As you prepare your municipality's grant or rebate program, please be aware that the following information must be reported on a quarterly basis, on forms to be provided by the Metropolitan Council:

- Number, type and amount of rebates or grants provided to property owners, along with each property address
- Estimated annual gallons of water saved per installation
- Municipality matching funds disbursed
- Number of unmet funding requests from property owners
- Electronically scanned copies of receipts to verify the cost of eligible devices being reported

Reporting forms and instructions will be made available in early 2020 on our website:

<http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Available-Funding-Grants.aspx>

Quarterly reporting periods and reporting form due dates are shown below.

Quarterly Period	Reporting Form Due Date
Jan. 1, 2020 – March 31, 2020	April 30, 2020
April 1, 2020 – June 30, 2020	July 31, 2020
July 1, 2020 – September 30, 2020	October 31, 2020
October 1, 2020 – December 31, 2020	January 31, 2021
Jan. 1, 2021 – March 31, 2021	April 30, 2021
April 1, 2021 – June 30, 2021	July 31, 2021
July 1, 2021 – September 30, 2021	October 31, 2021
October 1, 2021 – December 31, 2021	January 31, 2022
January 1, 2022 – March 31, 2022	April 30, 2022
April 1, 2022 – June 30, 2022	July 31, 2022

In early December a Grant Agreement will be mailed to your municipality for your signature. Instructions will be provided in that mailing.

Again, congratulations on your grant award. We look forward to working with you to increase the water efficiency of our region.

Sincerely,



Brian M. Davis, Ph.D, P.G., P.E.
Senior Engineer, Water Supply Planning
Phone: 651-602-1519
brian.davis@metc.state.mn.us



Metropolitan Council Water Efficiency Grant Program



Overview

The Metropolitan Council (Council) will implement a water efficiency grant program effective September 30, 2019 to June 30, 2022. Grants will be awarded on a competitive basis to municipalities that manage municipal water systems. The Council will provide 75% of the program cost; the municipality must provide the remaining 25%. Municipalities will use the combined Council and municipality funds to run their own grant or rebate programs.

Grants will be made available in amounts with a minimum of \$2,000 and a maximum of \$50,000. Grantees will be required to provide estimated water savings achieved through this program for Clean Water, Land & Legacy Amendment reporting purposes.

Legislative Directive - Minnesota 2019 Session Law

\$375,000 the first year and \$375,000 the second year are for the water demand reduction grant program to encourage municipalities in the metropolitan area to implement measures to reduce water demand to ensure the reliability and protection of drinking water supplies. Fiscal year 2020 appropriations are available until June 30, 2021, and fiscal year 2021 appropriations are available until June 30, 2022.

Grant Program Goal

The goal of the water efficiency grant program is to support technical and behavioral changes that improve municipal water use efficiency in the seven-county metropolitan area.

Critical Points to Remember

- The applying municipality must be a water supplier
- New construction and new developments are not eligible
- Funds are for rebates or grants only; consulting and city staff time are ineligible
- Combined Council and municipality funds cannot pay for 100% of an eligible activity's cost
- A portion of each eligible activity's cost must be paid by the property owner
- Grant recipients must display the Clean Water, Land and Legacy Amendment logo and the Metropolitan Council logo on program-related web pages and paper communications

Grant Program Structure: Administration and Funding

The Water Efficiency Grant Program will be administered by Metropolitan Council Environmental Services (MCES) and will be funded with \$750,000 appropriated by the 2019 Minnesota Legislature. Grant applications will be reviewed and ranked by the MCES Water Supply Planning Unit staff.

Grants are only for water efficiency programs offering rebates or grants to property owners who are customers of the municipal water supply system and who replace specified water using devices with approved devices that use substantially less water.

Grants will be awarded to municipalities in amounts ranging from \$2,000 to \$50,000 for providing rebates or grants to property owners. Municipalities will be responsible for the design and operation of their rebate or grant program and its details. Grant payments to the municipality will be for 75% of approved program amounts. The municipality must provide the remaining 25% of the program cost. Municipality rebates or grants are eligible for reimbursement on device replacements conducted September 30, 2019 through June 30, 2022.

Here is an example showing the grant funding design:

Metropolitan Council Grant Amount	\$15,000
Municipality Match	\$5,000
Municipality Grant/Rebate Program Total	\$20,000

Eligibility

Per legislative language, the grant program is limited to municipalities in the seven-county metropolitan area.

Municipalities eligible per above must apply to participate and, if approved, sign a standard Council Grant Agreement, before any eligible rebates or grants can be submitted for reimbursement. Agreements shall require that municipalities:

- Entirely pass through grants received (as is being done by MCES)
- Verify purchase of devices to receive grants
- Retain records and cooperate with any audits
- Conduct all communications with property owners and ensure all written communications to property owners include both the Clean Water, Land and Legacy Amendment and the Metropolitan Council's logo
- Provide quantitative information for state reporting purposes

Eligible water efficiency devices consist of the following:

- Toilet replacement with a US EPA WaterSense labeled toilet
- Irrigation controller replacement with a US EPA WaterSense labeled controller
- Clothes washing machine replacement with an US DOE Energy Star labeled clothes washing machine
- Irrigation spray sprinkler body replacement with a US EPA WaterSense labeled spray sprinkler body
- Irrigation system audit by an Irrigation Professional certified by a US EPA WaterSense program

Expenses eligible for reimbursement are the out-of-pocket cost of the device and its installation only, not to include any owner labor costs. In addition, new construction and new developments are ineligible, as this program is intended as a current infrastructure replacement program.

Application Process

- Applicants must be municipal water suppliers
- Municipalities will submit MCES supplied application form by September 30, 2019. Required information includes:
 - the municipality's rebate or grant program design and work plan
 - proposed examples of communications to property owners
 - requested total grant amount
 - estimated annual amount of water saved by the applying municipality

- Application form is available at: <https://metro council.org/Wastewater-Water/Funding-Finance/Available-Funding-Grants.aspx>
- Submit competed application to: brian.davis@metc.state.mn.us
- Metropolitan Council will notify municipalities of grant awards and provide grant agreements by December 2, 2019.

Proposal Selection Criteria

In the event that funds requested exceed funds available, the following criteria will be used to determine the amount granted to a given municipality:

- Municipalities that are supplied 100% with groundwater
- Municipalities with identified water supply issues in Master Water Supply Plan Community Profiles or Local Water Supply Plans
- Municipalities' ratio of peak monthly water use to winter monthly water use
- Municipalities' average residential per capita water use
- The order in which applications are received and until grant funds are completely committed

Funding Process and Reporting Requirements

- Utilizing forms provided by MCES, the following information must be reported on a quarterly basis:
 - Number, type and amount of rebates or grants provided to property owners, along with each property address
 - Estimated annual gallons of water saved per device installation
 - Municipality matching funds disbursed
 - Number of unmet funding requests from property owners, if any
- Upon review and confirmation of the above information, MCES will process a grant payment in the amount of 75% of approved total rebates or grants for the reporting period.
- MCES will provide confirmation of grant balances available upon request and reserves the right to amend grant agreements, in collaboration with grantee municipality, if quarterly reporting indicates rebate or grant programs will not fully utilize grant awards within the grant period.

Qualified Activities

- Toilet replacement with a US EPA WaterSense labeled toilet:
http://www.epa.gov/WaterSense/product_search.html
- Irrigation controller replacement with a US EPA WaterSense labeled controller:
<https://www.epa.gov/watersense/product-search>
- Clothes washing machine replacement with an US DOE Energy Star labeled clothes washing machine:
<https://www.energystar.gov/productfinder/product/certified-clothes-washers/results>
- Irrigation spray sprinkler body replacement with a US EPA WaterSense labeled spray sprinkler body
<https://www.epa.gov/watersense/product-search>
- Irrigation system audit by an Irrigation Professionals certified by a US EPA WaterSense program
<https://www.epa.gov/watersense/find-pro>

Reporting Example

Community	Property Street Address	Property Type	Device Replaced	Cost per Device	# of Devices	Rebate or Grant per Device	Est. Annual Water (Gal) Saved Per Device	Total Rebate or Grant	Municipality Contribution	Eligible Grant Amount
Anytown	652 Silvis St	Residential	Clothes Washer	\$624.60	1	\$150.00	3,000	\$150.00	\$37.50	\$112.50
Anytown	1952 Ingram Way	Residential	Irrigation Controller	\$199.99	1	\$100.00	8,800	\$100.00	\$25.00	\$75.00
Anytown	630 Gibbons Ave	Residential	Clothes Washer	\$599.90	1	\$150.00	3,000	\$150.00	\$37.50	\$112.50
Anytown	4424 Barriger Blvd	Residential	Toilet	\$168.00	1	\$50.00	4,000	\$50.00	\$12.50	\$37.50

METROPOLITAN COUNCIL **CLEAN WATER FUND GRANT AGREEMENT NO. SG-13463**

This Clean Water Fund Grant Agreement ("Grant Agreement") is entered into between the Metropolitan Council, a public corporation and political subdivision of the State of Minnesota ("Council") and the City of North St. Paul, a municipal corporation ("Grantee").

RECITALS

1. Minnesota Session Laws 2019, 1st Special Session, chapter 2, article 2, section 9, appropriated to the Council funds from the Legacy Amendment's Clean Water Fund ("Clean Water Fund") for State fiscal years 2020 and 2021, to establish a water demand reduction grant program that encourages implementation of water demand reduction measures in municipalities in the seven-county metropolitan area.

2. The Council is authorized by Minnesota Statutes sections 473.129, subdivision 4 to apply for and use grants from the State for any Metropolitan Council purpose and may dispose of the money in accordance with the terms of the appropriation.

3. The Grantee is authorized to receive grants from the Clean Water Fund to protect, enhance and restore water quality in lakes, rivers and streams, to protect groundwater from degradation and protect drinking water sources by encouraging implementation of water demand reduction measures by municipalities in the seven-county metropolitan area to ensure reliability and protection of drinking water supplies.

4. On July 10, 2019, the Council authorized the granting of portions of the appropriation to the Grantees participating in the grant program.

5. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the reasonable satisfaction of the Council.

GRANT AGREEMENT

1. Term of Grant Agreement.

1.1. Effective Date. The effective date of this Grant Agreement is the date this agreement is fully executed.

1.2. Grant Activity Period. The first day of the month following the Effective Date through and including the expiration date.

1.3. Expiration Date. Upon satisfactory fulfillment of obligations, but in no event later than June 30, 2022.

1.4. Survival of Terms. The following clauses survive the expiration, termination or cancellation of this Grant Agreement; 9. Liability and Insurance; 10. Audits; 11. Government Data Practices; 13. Data Availability; 14. Governing Law, Jurisdiction and Venues; 16. Data Disclosure; 18. Future Eligibility.

2. Duties, Representations and Warranties of Grantee and Use of Grant Funds.

2.1. The Grantee agrees to conduct, administer and complete in a satisfactory manner and in accordance with the terms and conditions of this Grant Agreement the program ("Grantee Program") which is described in Grantee's application to Council for assistance under the Council's Clean Water Fund grant program. Grantee's application is incorporated into this Grant Agreement as **Exhibit A**. Grantee agrees to perform the Grantee Program in accordance with the timeline in **Exhibit B** of this Grant Agreement and to undertake the financial responsibilities described in **Exhibit B**. The Grantee has the responsibility and obligation to complete the Grantee Program as described in **Exhibit B**. The Council makes no representation or warranties with respect to the success and effectiveness of the Grantee Program. The Council acknowledges that Grantee Program work may be limited to soliciting participation by its residents and businesses in the Grantee Program and requires additional work by the Grantee only to the extent that residents and businesses choose to participate in the Grantee Program, as described in **Exhibit B**.

The Grant Funds must be entirely passed through and can only be used for authorized rebates or grants for qualifying activities.

2.2. Grantee Representations and Warranties. The Grantee represents and warrants to Council, as follows:

A. It has the legal authority to enter into this Grant Agreement and to conduct and administer the Grantee Program and use the Grant Funds for the purpose or purposes described in this Agreement

B. It has taken all actions necessary for its execution of the Agreement and has provided to Council a copy of the resolution by its governing body authorizing Grantee to enter into this Agreement.

C. It has the legal authority to undertake the Clean Water Fund Grant Program, including the Grantee's financial responsibilities in **Exhibit B**

D. As specified in Exhibit A only Grantee's authorized representative may provide certifications required in this Grant Agreement and submit pay claims for reimbursement of Grantee Program costs.

E. It will comply with all the terms of this Agreement.

F. It will comply with all requirements of Clean Water Funding legislation and appropriations, except for requirements that this Grant Agreement explicitly states will be handled by the Council.

G. It has made no material false statement or misstatement of fact in connection with the Grant Funds, and all of the information it has submitted or will submit to the Council relating to the Grant Funds or the disbursement of any of the Grant Funds is and will be true and correct. It agrees that all representations contained in its application for the Clean Water Fund Grant are material representations of fact upon which the Council relied in awarding this Grant and are incorporated into this Agreement by reference.

H. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no material actions, suits, or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it and is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into this Grant Agreement, or to perform any of the acts required of it in the Agreement.

I. Compliance with the requirements of this Grant Agreement is not prevented by, is a breach of, or will result in a breach of, any term, condition, or provision of any agreement to which it is bound.

J. The Grantee Program will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.

K. The Grantee Program will be conducted in full compliance with all applicable laws, statutes, rules, ordinances, and regulations issued by any federal, state, or other political subdivisions having jurisdiction over the Grantee Program.

L. It will comply with the financial responsibility requirements contained in **Exhibit B**.

M. It will furnish satisfactory evidence regarding these representations if requested by the Council.

3. Time.

Grantee must comply with all time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. Eligible Costs.

Eligible costs are those costs incurred by parties within the jurisdiction of the Grantee for 75% of rebate or grant payments as defined in **Exhibit B**. The Council will not reimburse Grantee for non-eligible costs. Any cost not defined as an eligible cost or not included in the Grant Grantee Program or approved in writing by the Council is a non-eligible cost.

5. Consideration and Payment.

5.1 **Consideration.** The Council will reimburse Grantee for eligible costs performed by the Grantee during the Grant Period as specified in this agreement. The Council bears no responsibility for any cost overruns that may be incurred by the Grantee or sub-recipients of any tier. The initial Grant amount to Grantee under this Grant Agreement is \$19,000.00. The Grantee may be eligible to receive additional Grant amounts or an adjustment in Grant amount in accordance with the procedure in the Grant Amendment Form attached and incorporated as **Exhibit C**. Upon signature by both Grantee and Council on **Exhibit C** this Grant is amended by the amount in **Exhibit C**.

5.2. **Advance.** The Council will make no advance of the Grant Amount to Grantee.

5.3. **Payment.** To receive payment, the Grantee must submit a Reimbursement Request/Progress Report on forms provided by the Council, including electronically scanned receipts to verify the cost of eligible devices reported for each reporting period. Reimbursement Request/Progress Reports must be submitted quarterly, even if there are no eligible costs to report. The Grantee must describe its compliance with its the financial requirements, work completed including specific addresses where work was done, and provide sufficient documentation of grant eligible expenditures and any other information the Council reasonably requests. The Council will promptly pay the Grantee after the Grantee presents to the Council a Reimbursement Request/Progress Report and scanned copies of all receipts verifying the cost for all eligible devices reported and the Council's Authorized Representative accepts the invoiced services.

6. Conditions of Payment.

6.1. For each approved device for which Grantee requests payment, Grantee must certify the following to the Council: (1) the device has been purchased ; (2) Grantee received receipts for the device; (3) the purchase was not performed in violation of federal, Council, or local law, or regulation.

6.2. Conditions Precedent to Any Reimbursement Request. The obligation of the Council to make reimbursement payments is subject to the following conditions precedent:

A. The Council's receipt of a Reimbursement Request/Progress Report for the funds requested, and electronic copies of receipts verifying the cost for all eligible devices for that reporting period

B. If requested by the Council (in form and substance acceptable to the Council), evidence that (i) the Grantee has legal authority to and has taken all actions necessary to enter into this Agreement and (ii) this Agreement is binding and enforceable against the Grantee.

C. There is no Event of Default under this Grant Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse.

D. The Grantee has supplied to the Council all other items that the Council may reasonably require to assure good fiscal oversight of state's funding through the Clean Water Fund.

7. Authorized Representative.

The Council's Authorized Representative is:

Name: Brian Davis or successor
Title: Senior Engineer
Mailing Address: 390 North Robert Street
St. Paul, MN 55101
Phone: 651-602-1519
E-Mail Address: brian.davis@metc.state.mn.us

The Council's Authorized Representative has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the Council's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is:

Name: Nick Fleischhacker
Title: Public Works Director
Mailing Address: 2400 Margaret St
North St Paul, MN 55109
Phone: 651-747-2446
E-Mail Address: Nick.Fleischhacker@Northstpaul.org

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Council and within 30 days provide a new City resolution (if such resolution is necessary) specifying the new Representative.

8. Assignment, Amendments, Waiver, and Grant contract Complete.

8.1 Assignment. The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior written consent of the Council and a fully executed Assignment Agreement.

8.2 Amendments. Any amendment to this Grant Agreement must be in writing and will not be effective until it has been executed and approved by the appropriate parties.

8.3 Waiver. If the Council fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

8.4 Grant Contract Complete. This Grant Agreement contains all negotiations and agreements between the Council and the Grantee. No other understanding regarding this Grant Agreement, whether written or oral, may be used to bind either party.

9. Liability and Insurance.

9.1 Liability. The Grantee and the Council agree that they will be responsible for their own acts and the results thereof to the extent authorized by law, and they shall not be responsible for the acts of the other party and the results thereof. The liability of the Council is governed by the Minn. Stat. Chapter 466 and other applicable laws. The liability of the Grantee is governed by the provisions contained in Chapter 466 and other applicable laws.

9.2 Relationship of the Parties. Nothing contained in this Grant Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners or a joint venture between the Grantee and the Council, nor shall the Grantee be considered or deemed to be an agent, representative, or employee of the Council in the performance of this Grant Agreement, or the Grantee Program.

The Grantee represents that it has already or will secure or cause to be secured all personnel required for the performance of this Grant Agreement and the Grantee Program. All personnel of the Grantee or other persons while engaging in the performance of this Grant Agreement the Grantee Program shall not have any contractual relationship with the Council related to the work of the Grantee Program and shall not be considered employees of the Council. In addition, all claims that may arise on behalf of said personnel or other persons out of employment or alleged employment including, but not limited to, claims under the Workers' Compensation Act of the State of Minnesota, claims of discrimination against the Grantee, its officers, agents, contractors, or employees shall in no way be the responsibility of the Council. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the Council, including but not limited to, tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

10. Audits.

Under Minn. Stat. § 16C.05, subd. 5, the Grantee's books, records, documents, and accounting procedures and practices relevant to this grant contract are subject to examination by the Council and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the termination date of this Grant Agreement.

11. Government Data Practices.

The Grantee and Council must comply with the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, as it applies to all data provided by the Council under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the Council. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the Council.

12. Workers' Compensation.

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

13. Data Availability.

To the extent and as requested by the Council, Grantee agrees to comply with Minn. Stat. § 114D.50, subd. 5 requirements for data collected by the Grantee Programs funded with money from the Clean Water Fund that have value for planning and management of natural resources, emergency preparedness and infrastructure investments, including but not limited to the requirement that to the extent practicable, summary data and results of Grantee Programs funded with money from the Clean Water Fund should be readily accessible on the internet and identified as a Clean Water Fund Grantee Program. The Council will put overall summary information on the internet and will encourage the Grantee put its city information on the web. Grantee understands and agrees that Council may list its name and summary information on the internet or in any other Grantor reporting.

Data collected by the Grantee Programs, if any, funded with money from the Clean Water Fund that have value for planning and management of natural resources, emergency preparedness, and infrastructure investments must conform to the enterprise information architecture developed by the Office of MN.IT Services. Spatial data must conform to geographic information system guidelines and standards outlined in that architecture and adopted by the Minnesota Geographic Data Clearinghouse at the Minnesota Geospatial Information Office. A description of these data that adheres to the Office of MN.IT Services geographic metadata standards must be submitted to the Minnesota Geospatial Information Office to be made available online through the clearinghouse and the data must be accessible and free to the public unless made private under chapter 13. To the extent practicable, summary data and results of the Grantee Program funded with money from the clean water fund should be readily accessible on the Internet and identified as a Clean Water Fund Grantee Program.

14. Governing Law, Jurisdiction, and Venue.

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

15. Termination.

The Council may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment for services prequalified and satisfactorily performed before the termination notice.

16. Data Disclosure.

Under Minn. Stat. § 270C.65, subd. 3, and other applicable law, the Grantee consents to disclosure of its federal employer tax identification number, and/or Minnesota tax identification number, already provided to the Council, to federal and state tax agencies and Council personnel involved in the payment of Council obligations. Grantee will require compliance with this Section 16 by Grantee's subrecipient of Grant funds and shall submit evidence of such compliance to Council as requested.

17. Notices.

In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and must be personally served or sent by email or United States mail, to the business address of the party to whom it is directed. The business address is the address specified below or such different address as may be specified, by either party by written notice to the other:

To the Grantee at:

Name: Nick Fleischhacker
Title: Public Works Director
Mailing Address: 2400 Margaret St
North St Paul, MN 55109
Phone: 651-747-2446
E-Mail Address: Nick.Fleischhacker@Northstpaul.org

To the Council's Authorized Representative at:

Name: Brian Davis or successor
Title: Senior Engineer
Mailing Address: 390 North Robert Street
St. Paul, MN 55101
Phone: 651-602-1519
E-Mail Address: brian.davis@metc.state.mn.us

18. Miscellaneous.

18.1 Report to Legislature. As provided in Minn. Stat. § 3.195, the Council must submit a report on the expenditure and use of money appropriated under the Clean Water Fund to the legislature by January 15 of each year. The report must detail the outcomes in terms of additional use of Clean Water Fund resources, user satisfaction surveys, and other appropriate outcomes. The grantee agrees to provide to the Council by January 1 of each year a report on any user satisfaction surveys it has related to this Grantee Program, and other appropriate outcomes of the Grantee Program as prescribed in Section 18.3 of this Agreement.

18.2 Supplement. The funds granted under this agreement are to supplement and shall not substitute for traditional sources of funding. Grantee certifies to the Council that there was and is no

traditional Grantee sources of funding for the City to help fund one-fourth of the subject water efficiency rebate or grant work.

18.3 Measurable Outcomes. If requested by the Council, Grantee agrees to demonstrate compliance with the following: A Grantee Program or program receiving funding from the Clean Water Fund must meet or exceed the constitutional requirement to protect, enhance, and restore water quality in lakes, rivers and streams and to protect groundwater and drinking water from degradation. A Grantee Program or program receiving funding from the Clean Water Fund must include measurable outcomes, as defined in section 3.303, subdivision 10, and a plan for measuring and evaluating the results. A Grantee Program or program must be consistent with current science and incorporate state-of-the-art technology. All information for funded Grantee Program work, including the proposed measurable outcomes, must be made available for publication on the web site required under Minn. Stat. § 3.303, subdivision 10, as soon as practicable and forwarded to the Council and the Legislative Coordinating Commission under the provisions of Minn. Stat. § 3.303, subd. 10. The Grantee must compile and submit all information for funded Grantee Programs or programs, including the proposed measurable outcomes and all other items required under section 3.303, subdivision 10, to the Council and, if requested by the Council, the Legislative Coordinating Commission as soon as practicable or by January 15 of the applicable fiscal year, whichever comes first.

18.4 Minn. Stat. § 16B.98. Grants funded by the Clean Water Fund must be implemented according to section 16B.98 and must account for all expenditures.

18.5 Benefit to Minnesota Waters. Money from the Clean Water Fund may only be spent on Grantee Programs that benefit Minnesota waters.

18.6 Website. If the Grantee has information on its website about the water efficiency grant program under Minn. Stat. § 114D.50, the Grantee will when practicable in accordance with Minn. Stat. § 114D.50, subd. 4 (f) prominently display on the Grantee's website home page the Legacy logo accompanied by the phrase "Click here for more information." When a person clicks on the Legacy logo image, the website must direct the person to a web page that includes both the contact information that a person may use to obtain additional information, as well as a link to the Council's and Legislative Coordinating Commission Website required under section 3.303, subdivision 10.

18.7 Future Eligibility. Future eligibility for money from the Clean Water Fund is contingent upon the Grantee satisfying all application requirements related to Council's fulfillment of Minn. Stat. § 114D.50 as well as any additional requirements contained in 2019, 1st Special Session, chapter 2, article 2, section 9.

18.8 Prevailing Wages. The Grantee agrees to comply with all of the applicable provisions contained in chapter 177 of the Minnesota Statutes, and specifically those provisions contained in Minn. Stat. §§ 177.41 through 177.435, as they may be amended, modified or replaced from time to time with respect to the Grantee Program. By agreeing to this provision, the Grantee is not acknowledging or agreeing that the cited provisions apply to the Grantee Program.

18.9 Disability Access. Where appropriate, Grantee of clean water funds, in consultation with the Council on Disability and other appropriate governor-appointed disability councils, boards, committees, and commissions, should make progress toward providing greater access to programs, print publications, and digital media for people with disabilities related to the programs the recipient funds using appropriations made in this agreement.

18.10. General Provisions.

- (i) Grants. The Grantee shall implement this Grant Agreement according to Minnesota Statutes, section 16B.98, and shall account for all expenditures of funds.
- (ii) Lawsuit. This Grant shall be canceled to the extent that a court determines that the appropriation illegally substitutes for a traditional source of funding.
- (iii) Termination Due to Lack of Funds. Grantee recognizes that Council's obligation to reimburse Grantee for eligible Grantee Program costs is dependent upon Council's receipt of funds from the State of Minnesota appropriated to Council under 2019 Session Laws, 1st Special Session, Chapter 2, Article 2, Section 9. Should the State of Minnesota terminate such appropriation or should such funds become unavailable to Council for any reason, Council shall, upon written notice to Grantee of termination or unavailability of such funds, have no further obligations for reimbursement or otherwise under this Grant Agreement. In the event of such written notice, Grantee has no further obligation to complete the Grantee Program as required by this Grant Agreement.

19. Default and Remedies.

19.1 Defaults: The Grantee's failure to fully comply with all of the provisions contained in this Grant Agreement shall be an event of default hereunder ("Event of Default").

19.2. Remedies. Upon an event of default, the Council may exercise any one or more of the following remedies:

- a. Refrain from disbursing the Grant.
- b. Demand that all or any portion of the Grant already disbursed be repaid to it, and upon such demand the Grantee shall repay such amount to the Council.
- c. Enforce any additional remedies the Council may have at law or in equity.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized representatives.

METROPOLITAN COUNCIL

By: _____
Regional Administrator, successor, or delegate

Date: _____

GRANTEE:

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Printed Name and Title

Date: _____

EXHIBIT A

(Application from community)

Metropolitan Council Water Efficiency Grant Application Form

Applicant Information:

Municipality: City of North St Paul

Municipal Utility: City of North St Paul

Mailing Address: 2400 Margaret St

Primary Contact Information: Municipality primary authorized representative (all correspondence regarding the Water Efficiency Grant Program should be addressed to individual named below):

NAME: Nick Fleischhacker

TITLE: Public Works Director

STREET: 2400 Margaret St

CITY, ZIP: North St Paul 55109

PHONE: 651-747-2446

EMAIL: Nick.Fleischhacker@Northstpaul.org

Secondary Contact Information: Municipality secondary authorized representative:

NAME: Ron Ritchie

TITLE: Public Works Supervisor

STREET: 2400 Margaret St

CITY, ZIP: North St Paul MN, 55109

PHONE: 651-248-6669

EMAIL: ron.ritchie@Northstpaul.org

Municipal Total Per Capita Water Use (2018): 80.3 (gallons per person-day)

Municipal Residential Per Capita Water Use (2018): 52.01 (gallons per person-day)

Municipal Ratio of Peak Month to Winter Month Water Use (2018): 1.81

Municipality's estimated annual water savings from proposed program: 3.06 (gallons)

Municipal Utility Grant or Rebate Program Design:

Requested Grant Amount (must equal 75% of total program budget): \$ 50000

Required Utility Matching Amount (must equal 25% of total program budget): \$ 16667

Will your program be a grant program or rebate program? Rebate

Estimated Number of Items:

Item	Estimated Number
Toilets	221
Irrigation Controllers	25
Clothes Washing Machines	
Irrigation Spray Sprinkler Bodies	
Irrigation System Audits	

Project Work Plan and Schedule:*

Task Description	Responsible Person	Start Date	Completion Date
Obtain City Council/Mayor Approval Create Rebate Program Sign Grant Agreement with met council	Public Works Director Com Services City Administrator	9/1/19	11/1/19
Create Media Program, Including newsletter articles, tweets, facebook and website content	Communications staff	10/1/19	6/30/22
Rebate Program Administration: Processing invoices, Providing utility bill rebates. Rebate Program advertising and Marketing	Finance Staff Communications Staff	10/1/19	6/30/22
Quarterly Reprting to MCES	Finance Staff	4/1/20	7/15/22

* Municipal ntility may create own project plan and schedule form

Communications to Property Owners:

How will your program be advertised (check all that apply):

- Newsletter ☒
Print Media ☒
Email ☐
Twitter ☒
Website ☒
Radio ☐
Television ☐
Facebook ☒
Nextdoor ☐
Other Social Media ☒

Please attach examples of proposed newsletter, print media, or email communications

Critical Points to Remember:

- The applying municipality must be a water supplier
- New construction and new developments are not eligible
- Funds are for rebates or grants only; consulting and city staff time are ineligible
- Combined Council and municipality funds cannot pay for 100% of an eligible activity's cost
- A portion of each eligible activity's cost must be paid by the property owner
- Grant recipients must display the Clean Water, Land and Legacy Amendment logo and the Metropolitan Council logo on program-related web pages and paper communications

EXHIBIT B

Clean Water Fund Grant Program Overview & Goal, Structure, and Qualified Activities (should anything herein be contradicted by the Agreement language, the Agreement terms prevail).

Overview

The Metropolitan Council (Council) will implement a water efficiency grant program effective September 30, 2019 to June 30, 2022. Grants will be awarded on a competitive basis to municipalities that manage municipal water systems. The Council will provide 75% of the program cost; the municipality must provide the remaining 25%. Municipalities will use the combined Council and municipality funds to run their own grant or rebate programs.

Grants will be made available in amounts with a minimum of \$2,000 and a maximum of \$50,000. Grantees will be required to provide estimated water savings achieved through this program for Clean Water, Land & Legacy Amendment reporting purposes.

Legislative Directive - Minnesota 2019 Session Law

\$375,000 the first year and \$375,000 the second year are for the water demand reduction grant program to encourage municipalities in the metropolitan area to implement measures to reduce water demand to ensure the reliability and protection of drinking water supplies. Fiscal year 2020 appropriations are available until June 30, 2021, and fiscal year 2021 appropriations are available until June 30, 2022.

Grant Program Goal

The goal of the water efficiency grant program is to support technical and behavioral changes that improve municipal water use efficiency in the seven-county metropolitan area.

Critical Points to Remember

- The applying municipality must be a water supplier
- New construction and new developments are not eligible
- Funds are for rebates or grants only; consulting and city staff time are ineligible
- Combined Council and municipality funds cannot pay for 100% of an eligible activity's cost
- A portion of each eligible activity's cost must be paid by the property owner
- Grant recipients must display the Clean Water, Land and Legacy Amendment logo and the Metropolitan Council logo on program-related web pages and paper communications

Grant Program Structure: Administration and Funding

The Water Efficiency Grant Program will be administered by Metropolitan Council Environmental Services (MCES) and will be funded with \$750,000 appropriated by the 2019 Minnesota Legislature. Grant applications will be reviewed and ranked by the MCES Water Supply Planning Unit staff.

Grants are only for water efficiency programs offering rebates or grants to property owners who are customers of the municipal water supply system and who replace specified water using devices with approved devices that use substantially less water.

Grants will be awarded to municipalities in amounts ranging from \$2,000 to \$50,000 for providing rebates or grants to property owners. Municipalities will be responsible for the design and operation of their rebate or grant program and its details. Grant payments to the municipality will be for 75% of approved program amounts. The municipality must provide the remaining 25% of the program cost. Municipality rebates or grants are eligible for reimbursement on device replacements conducted September 30, 2019 through June 30, 2022.

Here is an example showing the grant funding design:

Metropolitan Council Grant Amount	\$15,000
Municipality Match	\$5,000
Municipality Grant/Rebate Program Total	\$20,000

Eligibility

Per legislative language, the grant program is limited to municipalities in the seven-county metropolitan area.

Municipalities eligible per above must apply to participate and, if approved, sign a standard Council Grant Agreement, before any eligible rebates or grants can be submitted for reimbursement. Agreements shall require that municipalities:

- Entirely pass through grants received (as is being done by MCES)
- Verify purchase of devices to receive grants
- Retain records and cooperate with any audits
- Conduct all communications with property owners and ensure all written communications to property owners include both the Clean Water, Land and Legacy Amendment and the Metropolitan Council's logo
- Provide quantitative information for state reporting purposes

Eligible water efficiency devices consist of the following:

- Toilet replacement with a US EPA WaterSense labeled toilet
- Irrigation controller replacement with a US EPA WaterSense labeled controller
- Clothes washing machine replacement with an US DOE Energy Star labeled clothes washing machine
- Irrigation spray sprinkler body replacement with a US EPA WaterSense labeled spray sprinkler body
- Irrigation system audit by an Irrigation Professional certified by a US EPA WaterSense program

Expenses eligible for reimbursement are the out-of-pocket cost of the device and its installation only, not to include any owner labor costs. In addition, new construction and new developments are ineligible, as this program is intended as a current infrastructure replacement program.

Application Process

- Applicants must be municipal water suppliers
- Municipalities will submit MCES supplied application form by September 30, 2019. Required information includes:
 - the municipality's rebate or grant program design and work plan
 - proposed examples of communications to property owners
 - requested total grant amount
 - estimated annual amount of water saved by the applying municipality
- Application form is available at: <https://metro council.org/Wastewater-Water/Funding-Finance/Available-Funding-Grants.aspx>
- Submit completed application to: brian.davis@metc.state.mn.us
- Metropolitan Council will notify municipalities of grant awards and provide grant agreements by December 2, 2019.

Proposal Selection Criteria

In the event that funds requested exceed funds available, the following criteria will be used to determine the amount granted to a given municipality:

- Municipalities that are supplied 100% with groundwater
- Municipalities with identified water supply issues in Master Water Supply Plan Community Profiles or Local Water Supply Plans
- Municipalities' ratio of peak monthly water use to winter monthly water use
- Municipalities' average residential per capita water use
- The order in which applications are received and until grant funds are completely committed

Funding Process and Reporting Requirements

- Utilizing forms provided by MCES, the following information must be reported on a quarterly basis:
 - Number, type and amount of rebates or grants provided to property owners, along with each property address
 - Estimated annual gallons of water saved per device installation
 - Municipality matching funds disbursed
 - Number of unmet funding requests from property owners, if any
- Upon review and confirmation of the above information, MCES will process a grant payment in the amount of 75% of approved total rebates or grants for the reporting period.
- MCES will provide confirmation of grant balances available upon request and reserves the right to amend grant agreements, in collaboration with grantee municipality, if quarterly reporting indicates rebate or grant programs will not fully utilize grant awards within the grant period.

Qualified Activities

- Toilet replacement with a US EPA WaterSense labeled toilet:
http://www.epa.gov/WaterSense/product_search.html
- Irrigation controller replacement with a US EPA WaterSense labeled controller:
<https://www.epa.gov/watersense/product-search>
- Clothes washing machine replacement with an US DOE Energy Star labeled clothes washing machine:
<https://www.energystar.gov/productfinder/product/certified-clothes-washers/results>
- Irrigation spray sprinkler body replacement with a US EPA WaterSense labeled spray sprinkler body
<https://www.epa.gov/watersense/product-search>
- Irrigation system audit by an Irrigation Professionals certified by a US EPA WaterSense program

<https://www.epa.gov/watersense/find-pro>

Reporting Example

Community	Property Street Address	Property Type	Device Replaced	Cost per Device	# of Devices	Rebate or Grant per Device	Est. Annual Water (Gal) Saved Per Device	Total Rebate or Grant	Municipality Contribution	Eligible Grant Amount
Anytown	652 Silvis St	Residential	Clothes Washer	\$624.60	1	\$150.00	3,000	\$150.00	\$37.50	\$112.50
Anytown	1952 Ingram Way	Residential	Irrigation Controller	\$199.99	1	\$100.00	8,800	\$100.00	\$25.00	\$75.00
Anytown	630 Gibbons Ave	Residential	Clothes Washer	\$599.90	1	\$150.00	3,000	\$150.00	\$37.50	\$112.50
Anytown	4424 Barriger Blvd	Residential	Toilet	\$168.00	1	\$50.00	4,000	\$50.00	\$12.50	\$37.50

EXHIBIT C Revision #

METROPOLITAN COUNCIL ENVIRONMENTAL SERVICES

**2019 CLEAN WATER FUND WATER EFFICIENCY GRANT PROGRAM
GRANT AMENDMENT FORM**

NOTICE TO GRANTEE: Submission of this form is required to modify your city's agreement with Metropolitan Council Environmental Services (MCES) 2019 Clean Water Fund Water Efficiency Grant program (Grantee Program).

After determination of your city's initial grant amount, completion and submission of this form is necessary when 1) you are requesting additional grant funds to meet unexpected rebate or grant demand, or 2) when your city has determined that the previously approved program's rebate or grant demand will not be met, requiring less grant funds than anticipated when the agreement was signed.

The process for modifying your agreement is as follows:

1. Your City's designated authorized representative submits 2 signed copies of Exhibit C to MCES, with an attachment itemizing requests for changes to prior granted amounts.
2. Upon receipt of signed Exhibit C, MCES Program Administrator obtains Council authorized signatures that modifies the agreement and returns a fully signed copy of Exhibit A indicating new grant amount to City's designated authorized representative.

Instructions: Indicate the date of your change request in #1 box. Indicate the number of this particular change request in #2 box (and in box at top of page – must match). Enter the current grant agreement amount (as MCES approved) in #3 box. If you wish to increase your municipality's grant amount, enter the amount you are requesting in #4 box. If you wish to decrease your grant amount due to less demand than anticipated, enter the amount in #5 box. Enter in #6 box the amount derived from adding #3 to #4 or derived from subtracting #5 from #3.

Grant Agreement #

1. Date of change request:

2. Change request number:

3. Current Grant Agreement Amount (as MCES approved):

4. Increase due to request for additional funding:

5. Decrease due to less demand:

6. Amended Grant Agreement Amount requested:

CITY NAME: _____

I request the above changes (sign with title and date):

MCES PROGRAM ADMINISTRATOR APPROVAL (signature and date):

COUNCIL AUTHORIZED SIGNATURE AND DATE

Questions may be directed to the MCES Authorized Representative:

Brian Davis
MCES Senior Engineer
390 Robert Street North
St. Paul, MN 55101-1805
Phone: (651) 602-1519
Email: brian.davis@metc.state.mn.us

Agenda Information Memorandum
North St. Paul City Council
December 17, 2019

Agenda placement: City Business

Subject: Purchase of 2545 Division Street N, former BP Gas Station

To: Honorable Mayor and City Council

Background/Facts:

- The property formerly known as the BP Gas Station has been standing vacant and in disrepair for many years.
- The Economic Development Authority has recommended that the city purchase this blighted property in order to clean up the site and have it ready for Right-Of-Way use for the future interchange at Highways 120 and 36.
- The current owner, Lakepointe Holdings, II, LLC. originally purchased the property for \$475,000 in 2006.
- City Manager initially offered \$300,000 and was countered by Lakepointe Holdings in the amount of \$375,000 and after continued negotiation a purchase price in the amount of \$340,000 plus closing costs and taxes has been agreed to.
- Ramsey County has set the 2020 estimated market value on this property at \$413,500
- The parcel area is 0.62 acres and is located in a high traffic, highly visible area of our community.
- The building and other remaining hard surfaces on the property will be demolished, and the City will restore the site to greenspace for future use.
- The gas tanks and pumps have been previously removed and we expect a letter from the Minnesota Pollution Control Agency to indicate site closure of any contamination.
- Closing on the purchase of the property will be scheduled as soon as possible pending City Council Approval.
- Funds for the purchase of this property will come from an internal loan from the LGA Fund.

Recommendation:

It is recommended that the City Council authorize the City Manager to enter into a formal purchase agreement and complete the transaction for the purchase of 2545 Division Street N in the amount of \$340,000 plus closing costs and taxes.

Respectfully submitted,

/s/ SD by mm

Scott Duddeck
City Manager

Agenda Information Memorandum
North St. Paul City Council
December 17, 2019

FROM THE OFFICE OF THE CITY ENGINEER

Agenda placement: CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

Subject: 2020 STREET AND UTILITY IMPROVEMENT PROJECT FEASIBILITY STUDY

To: Honorable Mayor and City Council

Background/Facts:

- The proposed areas of study in the 2020 Street and Utility Improvement Project are comprised of 7th Avenue between 3rd Street North and 1st Street North, 2nd Street North from approximately 600' north of 7th Avenue East to approximately 225' south of 7th Avenue East, and 1st Street North from 7th Avenue East to approximately 200' south of 7th Avenue East. See the attached Project Location Map for an illustration of the proposed project areas.
- The City Council authorized by resolution the preparation of a Feasibility Study to evaluate roadway and utility improvements in the proposed project area at the November 19, 2019, Regular Council Meeting. A copy of the completed report is attached.
- The anticipated total project cost is estimated to be **\$5,623,136.40** which includes construction, legal, engineering, administrative, and finance costs. Staff recommends moving forward with this project.
- The proposed project is anticipated to be funded, in part, by special assessments to benefitting properties, in accordance with the Assessment Policy, adopted by City Council July 16, 2013, as well as Municipal State Aid, and City Street and Utility Funds.
- For projects that will contain special assessments, such as a pavement reconstruction improvement projects, as required by Minnesota State Statute, Chapter 429 and consistent with the Assessment Policy, a Public Improvement Hearing will need to be held to consider ordering of the public improvements, and a separate Assessment Hearing will also need to be held to consider the adoption of assessments. The public improvement hearing is proposed to be held at the January 21, 2020, City Council meeting. The Assessment Hearing will be scheduled at a later date.
- Construction is anticipated to start in May 2020 if a project is authorized at the earliest, based on statutory requirements and timing for public hearings, and the public bidding process.

Recommendation: To authorize by resolution the receipt by City Council of a Feasibility Report, preparation of Plans and Specifications for 7th Avenue between 3rd Street North and 1st Street North, 2nd Street North from approximately 600' north and 225' south of 7th Avenue East, and 1st Street North from 7th Avenue East to approximately 200' south of 7th Avenue East, scheduling the Public Improvement Hearing to order the public improvements, and declaring costs and scheduling the Assessment Hearing for the 2020 Street and Utility Improvement Project.

Attachments:

Map and Feasibility Study

Resolution Receiving Feasibility Report, Authorizing Preparation of Plans and Specifications, and Setting Public Improvement Hearing

Respectfully submitted,

/s/ MD by mm

Morgan Dawley, PE
City Engineer

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck
City Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2019-XXX

**RESOLUTION RECEIVING THE CITY ENGINEER'S FEASIBILITY STUDY,
ORDERING PREPARATION OF PLANS AND SPECIFICATIONS
& CALLING FOR A PUBLIC HEARING
ON THE 2020 STREET AND UTILITY IMPROVEMENT PROJECT**

WHEREAS, the City Council ("Council") of the City of North St. Paul, Minnesota ("City") ordered on November 19, 2019 the preparation of a feasibility study for the 2020 Street and Utility Improvement Project by the City Engineer Morgan Dawley, WSB; and,

WHEREAS, the 2020 Street and Utility Improvement Project is: 7th Avenue East from 3rd Street North to 1st Street North, 2nd Street North from approximately 600' north of 7th Avenue East to approximately 225' south of 7th Avenue East, and 1st Street North from 7th Avenue East to approximately 200' south of 7th Avenue East ("Project"); and,

WHEREAS, the Project improvement shall include street pavement reconstruction, concrete curb and gutter replacement, sidewalks, medians, watermain, storm sewer, landscaping, and other appurtenant work, pursuant to Minnesota Statutes, Sections 429.011 to 429.111; and,

WHEREAS, the Council deems it necessary and expedient that the City construct the improvements herein and in accordance with the preliminary plans and report to be prepared by City Engineer Morgan Dawley, WSB ("Engineer"); and,

WHEREAS, the Study was received by the City Council on December 17th, 2019; and,

WHEREAS, the Study provides information regarding whether the proposed project is necessary, cost-effective, and feasible.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NORTH ST. PAUL, MINNESOTA:

1. The City Council hereby designates WSB as the engineer for this improvement and orders the preparation of plans and specifications for the making of such improvement.
2. The City Council will consider the improvement of such street and utilities in accordance with the Study and the assessment of abutting property for all or a portion of the cost of the improvements pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$5,623,136.40.
3. A public hearing shall be held on such proposed improvement on the 21st day of January, 2020, at North St. Paul City Hall, 2400 Margaret Street at 6:30 p.m.
4. The City Manager shall give mailed and published notice of such hearing and improvement as required by law.

ADOPTED this 17th day of December, 2019.

Motion by Council Member

Second by Council Member

Voting: Aye: Council Member
Council Member
Council Member
Council Member
Mayor

Nay: None

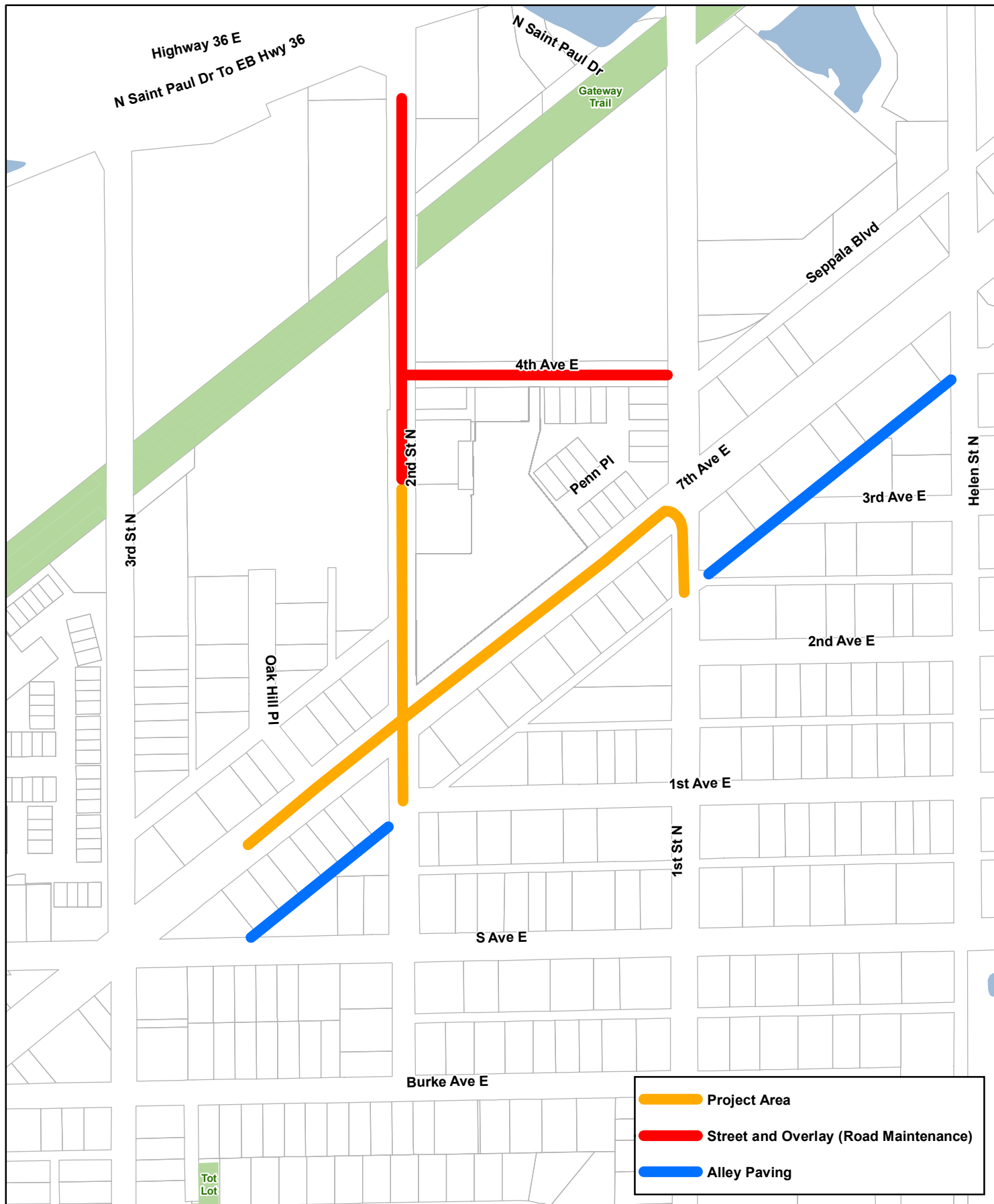
Abstain: None

Absent: None

Terrence J. Furlong, Mayor

Attest:

Scott A. Duddeck, City Manager/Clerk



Project Location Area

2020 Street & Utility Improvements Project
North St. Paul, MN



0 300 Feet
1 inch = 300 feet





FEASIBILITY REPORT

2020 STREET AND UTILITY IMPROVEMENT PROJECT

CITY OF NORTH ST. PAUL, MN

OCTOBER 1, 2019

REVISED December 3, 2019

Prepared for:
City of North St. Paul, Minnesota
2400 Margaret Street
North St. Paul, MN 55109

CITY PROJECT NO. S.A.D. 20-01
WSB PROJECT NO. R-014391-000



FEASIBILITY REPORT

2020 STREET AND UTILITY IMPROVEMENT PROJECT

CITY PROJECT NO. S.A.D. 20-01

**FOR THE
CITY OF NORTH ST. PAUL, MINNESOTA**

**October 1, 2019
REVISED December 3, 2019**

Prepared By:





December 3, 2019

Honorable Mayor and City Council
City of North St. Paul
2400 Margaret Street
North St. Paul, MN 55109

Re: REVISED Feasibility Report
2020 Street and Utility Improvement Project
City Project No. S.A.D. 20-01
City of North St. Paul, MN
WSB Project No. R-014391-000

Dear Honorable Mayor and City Council Members,

Transmitted herewith for your review is a revised feasibility report which addresses improvements associated with the 2020 Street and Utility Improvement Project. Streets included in the proposed improvements are 7th Avenue East, 1st St N, and 2nd St.

We are available at your convenience to discuss this report. Please do not hesitate to contact me at 763.287.7173 if you have any questions regarding this report.

Sincerely,

WSB

A handwritten signature in black ink, appearing to read "Morgan Dawley", is written over the typed name and title.

Morgan Dawley, PE
City Engineer

Enclosure

CERTIFICATION

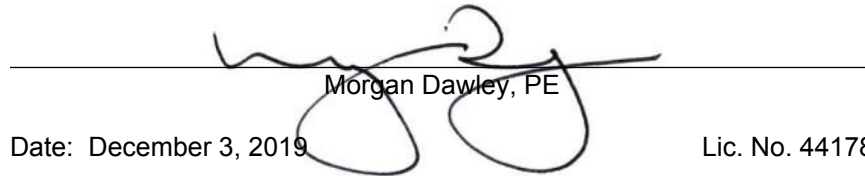
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.


Susan Polka, PE

Date: December 3, 2019

Lic. No. 21715

Quality Control Review Completed By:


Morgan Dawley, PE

Date: December 3, 2019

Lic. No. 44178

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LETTER OF TRANSMITTAL
CERTIFICATION SHEET
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Appendix A

Figure 1 – Project Location
Figure 2 – Water Main Utility Map
Figure 3 – Sanitary Sewer Utility Map
Figure 4 – Storm Sewer Utility Map

Appendix B

Opinion of Probable Cost

Appendix C

Preliminary Assessment Map
Preliminary Assessment Roll

Appendix D

2020 Geotechnical Report – Log of Test Borings

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Appendix E

Roundabout Preliminary Design

Appendix F

Sign In Sheets

Public Comments

1. EXECUTIVE SUMMARY

The 2020 Street and Utility Improvement Project, City Project No. S.A.D. 20-01, was initiated by the City's Capital Improvement Plan (CIP). Streets proposed for improvements in 2020 include the following roadways totaling approximately 2,260 feet (0.43 miles):

- 7th Avenue East between 3rd Street North and 1st Street North
- 2nd Street North from approximately 600' north of 7th Avenue East to approximately 225' south
- 1st Street North from 7th Avenue East to approximately 200' south

The 2020 Street and Utility Improvement Project consists of roadway reconstruction improvements based on the current roadway conditions and the overall CIP budget. Roadway reconstruction consists of pavement removals, subgrade correction, concrete curb and gutter replacement, and new pavement installation.

Replacing portions of the City's deteriorating utility infrastructure in conjunction with the proposed street improvements provides an opportunity to minimize the replacement costs and traffic disruptions associated with the work. Proposed utility improvements include the following:

- Rehabilitate, spot repair and replacement of damaged or deficient sanitary sewer, sanitary services, and sanitary manholes
- Replacement of existing water main including: hydrants, gate valves, and services
- Repair or replacement of structurally deficient storm sewer and storm manholes
- Addition of storm sewer features to address deficiencies in the system and meet watershed district requirements
- Replacement of all existing storm and sanitary manhole castings that do not meet current City standards

The total estimated project cost for the 2020 Street and Utility Improvement Project is **\$5,623,136.40** which includes a 15% contingency and 28% indirect costs for legal, engineering, administrative, and financing costs. This project is proposed to be funded through special assessments to benefitting property owners, Municipal State Aid, and City funds.

The project is proposed to be substantially completed in 2020, including restoration items. The final wear course of bituminous pavement will be placed in 2021. The project is feasible, necessary, and cost-effective from an engineering standpoint and should be constructed as proposed herein.

2. INTRODUCTION

2.1 Authorization

On June 18, 2019, the North St. Paul City Council authorized the preparation of an engineering feasibility report for the 2020 Street and Utility Improvement Project. This project has been designated as North St. Paul City Project No. S.A.D. 20-01.

2.2 Scope

This report investigates the feasibility of proposed improvements to streets and utilities identified within the City's CIP for 2020. Streets proposed within the 2020 Street and Utility Improvement Project were initially considered because of existing pavement conditions and known utility failures. The streets proposed for improvements include:

- 7th Avenue East between 3rd Street North and 1st Street North
- 2nd Street North from approximately 600' north of 7th Ave East to approximately 225' south
- 1st Street North from 7th Avenue East to approximately 200' south

An overview of the project area is shown in **Appendix A** of this report.

Improvements outlined within this report include bituminous pavement reconstruction, sanitary sewer rehabilitation, water main replacement, and storm sewer improvements, including drain tile in areas with poorly draining soils.

2.3 Data Available

Information and materials used in the preparation of this report include the following:

- City of North St. Paul Assessment/Improvement Policy
- City of North St. Paul Downtown Revitalization Plan
- City of North St. Paul Living Streets Plan
- City of North St. Paul Record Plans
- City of North St. Paul Tree Inventory
- City of North St. Paul Utility Plans
- City of North St. Paul Water Main Repair Records
- City of North St. Paul Flood Control Assessment Report
- Field Observations of the Area and Discussions with City Staff
- Coring Reports, WSB, dated July 2019
- Geotechnical Evaluation Report, WSB, dated August 2019
- Private Utility Maps
- Topographic Survey, WSB
- 2019 Pavement Condition Index
- 2019 Sanitary Sewer Televising

3. EXISTING CONDITIONS

3.1 Surface

7th Avenue is approximately 36 feet wide with concrete curb and gutter between 1st Street and 2nd Street and a rural street section between 2nd Street and 3rd Street. The existing right-of-way on 7th Avenue is 96 feet. 2nd Street is 43 feet wide with concrete curb and gutter. 1st Street is 33 feet wide.

Geotechnical exploration was performed by WSB in July of 2019 and determined the pavement thickness to range from 2 inches to 6.5 inches. The streets are showing signs of severe distress, too severe to be addressed with patching and chip sealing. The geotechnical report can be found in **Appendix D**.

All streets within the City of North St. Paul were rated in 2019 and provided an Overall Condition Index (OCI) rating. The majority of streets within the proposed improvement areas were rated as poor requiring immediate reconstruction.

The curb and gutter is in fair condition; however, some cracking and settlements have resulted in isolated drainage issues and additional pavement distress. The photo below illustrates the varying levels of pavement distresses found throughout the project.



*7th Avenue East
(2nd Street North to 1st Street North)*

Seventh (7th) Avenue between 1st Street and 3rd Street was originally constructed in 1960 but was reconstructed in 1996 due to deteriorating pavement conditions. Pavements are showing isolated signs of edge cracking, longitudinal cracking, and transverse cracking.

There is a sidewalk along the north side of 7th Avenue between 2nd Street North and 1st Street North. The sidewalks located within the project area are 5 feet wide and meet the City's current standard for sidewalk widths. All project areas contain landscaping, trees, and numerous other private improvements beyond the edge of the roadway and within City right-of-way (ROW). The Forestry Division for the City of North St. Paul has compiled a tree inventory which identifies tree species, size, and location of street and park trees within the City ROW.

The City of North St. Paul had confirmed that Emerald Ash Borer (EAB) was officially found within the city. In the past, the city has been doing preemptive removals of the ash trees in conjunction with street projects.

3.2 Municipal Utilities

The majority of the existing water main as shown on the Watermain Maps in **Appendix A** consists of 6-inch, 8-inch, and 12-inch-diameter cast iron pipe (CIP) that was installed at the same time the roads were constructed. All of the water main is located under the existing roadways. Utility maintenance records have identified water main breaks throughout the project. Additionally, many of the existing hydrants and gate valves have been identified as leaking or damaged.

The existing sanitary sewer system in as shown on the Sanitary Sewer Map in **Appendix A** in the Project consists of 8-inch-diameter vitrified clay pipe (VCP) sewer located in 2nd Street north of 7th Avenue and in the alleys. The existing sanitary sewer has been televised. The mainline sewer is in fair condition with common issues including root problems, isolated cracking and separated joints.

The existing storm sewer as shown on the Storm Sewer Map of **Appendix A**, generally consists of roadside ditches, driveway culverts, and a few catch basins at the low points along the alignment and is located within the Kohlman Lake watershed.

Kohlman Lake is listed by the Minnesota Pollution Control Agency (MPCA) as impaired due to excess nutrients. There is an approved nutrient TMDL plan for Kohlman Lake. Water quality improvements undertaken as a part of this project can be used to partially meet these requirements.

3.3 Private Utilities

There are currently private utilities within the proposed project area. Known utility owners include:

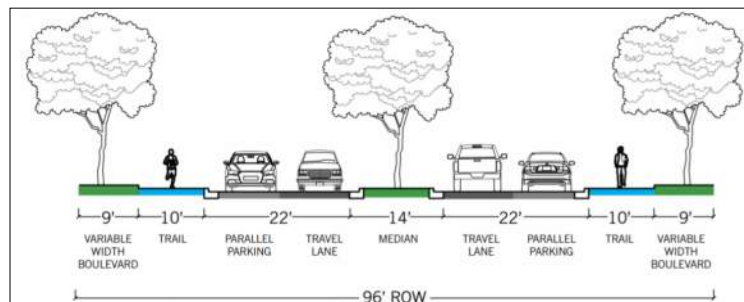
- Access Communications [Telephone]
- AT&T [Telephone]
- City of North St. Paul [Electricity]
- Comcast [Television]
- CenturyLink [Telephone]
- Xcel Energy [Gas]
- Zayo Group [Fiber]

4. PROPOSED IMPROVEMENTS

4.1 Surface

The proposed surface improvements included with the 2020 Street and Utility Improvement Project consist of full-depth pavement reconstruction including curb and gutter replacement.

In 2018, the City of North St. Paul adopted a Downtown Revitalization Plan (DRP) which includes urban design concepts for 7th Avenue. Two options were considered for the residential segment of 7th Avenue between 1st Street and 3rd Street. Option 1 (**typical section shown below**) is considered in this report and includes two 12-foot driving lanes, two 10-foot parking lanes, a 14-foot landscaped median, and 6-foot trails with 4-foot boulevards on both sides of the roadway. A typical section of the proposed roadway corridor can be seen below.



7th Avenue pavement section is proposed to be constructed to 10-ton design standard and will consist of 2 inches of bituminous wearing course, 4 inches of bituminous base course, 12 inches of Class 5 aggregate base, and 24 inches of select granular borrow over an acceptable, compacted subgrade. Any existing curb will be removed, and concrete curb and gutter will be installed along the full roadway length.

The DRP also provides roundabout concepts for the 7th Avenue/3rd Street/South Avenue intersection. Discussions are currently underway with Ramsey County regarding the roundabout design. It is anticipated that the feasibility report will be updated in January 2020 pending Ramsey County approval of a roundabout concept, including proposed costs. While not proposed to be constructed with this project, the roundabout concept is located in **Appendix E**.

2nd Street is proposed to be constructed to a width of 38 feet face-to-face of curb and will include a sidewalk connection between 7th Avenue and the Gateway Trail. The pavement section will consist of 1.5 inches of bituminous wearing course, 2" of bituminous base course, 8 inches of Class 5 aggregate base, and 18 inches of select granular borrow.

1st Street will be reconstructed to the existing width of 33 feet face to face of curb and the same pavement section as 7th Avenue.

It will be a goal of the design team to minimize tree impacts as practical to achieve quality reconstruction standards. Further analysis of tree impacts will be completed during final design.

4.2 Municipal Utilities

The existing VCP sewer main is assumed to be in fair condition and in need of rehabilitation. Rehabilitation will include spot repairs, joint repairs, and Cured In-Place Pipe (CIPP) liners for the main and sanitary sewer services to the ROW. Manholes inverts will be repaired, and all castings replaced will include chimney seals to prevent inflow and infiltration. The sanitary sewer and services will be further analyzed during final detailed design to determine if any design or construction revisions are feasible.

Regular inspections and sanitary sewer maintenance activities by Public Works is recommended in this area.

Existing 6-inch and 8-inch CIP water main in the project areas have also been identified as requiring replacement. Existing water main is proposed to be replaced with 8-inch PVC water main pipe and equipped with new valves and hydrants as necessary for proper operation and fire protection. Water services are also proposed to be replaced with plastic pipe to the curb stop.

4.3 Stormwater

Reconstruction of the streets provides a timely opportunity to improve drainage conditions within the project area. Drainage improvements in the project area include removal and replacement of existing infrastructure to meet current City storm sewer standards.

The existing system conveys storm water along roadside ditches. The project will install curb and gutter to convey stormwater to catch basin and pipes eliminating the need for the ditches. Catch basins will be spaced as required by MNDOT standards for the 5-year storm event. These design events would capture 90% of rain events to reduce localized flooding of roadways.

Stormwater improvements are required to meet Ramsey-Washington Metro Watershed District's (District's) rules for reconstruction of public streets. It is anticipated that District requirements will be met through a combination of water quality improvements both within and/or in the vicinity of the project area. These improvements will be further evaluated under the project's final design process.

4.3.1 Onsite

Under the District's rules, water quality improvements must be implemented within the project area. The following apply to the proposed project:

- Rate Control
Proposed runoff rates for the 2-year, 10-year, and 100-year critical storm events shall not exceed existing runoff rates.

An increase of impervious surface is proposed due to the additional sidewalks and parking lanes along the project area. Rate control will be required to account for this increase of impervious surface. Underground storage along the parking lanes is proposed to meet existing runoff rates from the site.

- Volume Control
1.1 inches of stormwater runoff volume from new and reconstructed impervious surfaces shall be retained onsite. If infiltration is determined to be infeasible, filtration (at a credit of 55%) or enhanced filtration (at a credit of 80%) may be utilized. If other methods of treatment are required, it will need to be approved consistent with the District's Alternative Compliance Sequencing.

The estimated reconstructed area is 122,400 square feet (2.81 acres). Approximately 11,230 cubic feet of stormwater runoff volume will need to be retained onsite.

- Water Quality
Ninety percent (90%) total suspended solids removal from the proposed area will be required. If volume control is met, it is assumed that the water quality standard is set. If the volume control standard is determined to be infeasible, Alternative Compliance Sequencing will need to be followed.

- BMP Design

Stormwater water quality Best Management Practice (BMP) opportunities will be reviewed in a tiered approach. A desktop review of stormwater infrastructure (catch basins, pipes, outfalls, and existing BMPs), parcel ownership, topography soils and apparent space availability will initiate the process. The following retrofit areas will be screened for in this initial desktop review:

1. Existing BMP modification potential
2. Below stormwater outfalls
3. Within the conveyance system (ditches or daylighting opportunities)
4. Rights-of-way
5. Parking lots
6. Residential streets/blocks
7. Open space/pervious areas for disconnecting pervious area
8. Underground treatment/pretreatment

Each site deemed viable for retrofitting will be reviewed for applicability of the following BMPs:

1. Extended detention
2. Wet ponds
3. Stormwater wetlands
4. Bioretention
5. Filtration
6. Infiltration
7. Swale
8. Stormwater reuse

The second step of the design process will be development of a P8 model to estimate water quality in the existing and proposed conditions. The third step in the design process will involve a field visit to key locations identified in the desktop review to verify assumptions and potential BMP type for each site as well as note limiting factors for design. This information will be used to inform the Ramsey-Washington Watershed District of all potential optimal locations to be used for targeted outreach effort. Those targeted property owners who are interested in participating in a partnership facilitating North St. Paul's Living Streets BMP design components (i.e., those BMPs identified above) will be requested to attend a planning workshop for collection of memoranda of understanding. For these project sites, and any publicly owned parcels suitable for BMP inclusion, a proposed P8 model will be developed. Information from this model will be used to achieve stormwater compliance as well as an estimate of project costs and quantities.

Feasible BMP locations are limited due to available public land, locations of underground utilities, proximity to drainage systems, existing topography, depth of groundwater, and potential groundwater contamination. Cooperation of property owners may be needed to allow grading or placement of these features on a portion of their properties. The willingness of homeowners to allow these improvements and the extent that these features can meet District requirements will be evaluated through public involvement and final design of the project.

4.3.2 Impact Fee

If the City is unable to address stormwater quality requirements within two years of the street reconstruction project, the City is required to pay an impact fee of \$100,000/acre of reconstruction or new impervious to the District. The impact fee is used by the District to fund water quality improvements within the impacted subwatershed. In this case, the impacted subwatershed is Kohlman Creek.

4.4 Right-of-Way

It is anticipated that all street and utility work will take place within the existing roadway right-of-way or within existing drainage and utility easements. Additional right-of-way or easement acquisition is expected to be needed to construct portions of the sidewalk and water quality features and will be further evaluated with final design of the project.

4.5 Permits/Approvals

Permits and approvals will be necessary from the following agencies:

- Minnesota Pollution Control Agency (MPCA) Authorization to Discharge Stormwater Associated with Construction Activity under National Pollution Discharge Elimination System (NPDES) permit
- Minnesota Department of Health (MDH) Extension of Water Main permit
- Ramsey-Washington Metro Watershed District (RWMWD) permit for stormwater quality improvements
- Minnesota Department of Transportation Municipal State Aid (MSA) if MSA funds are used

4.6 Public Involvement

A Neighborhood Open House for the proposed improvements was conducted for the project on August 21, 2019, for property owners. Preliminary information was presented to approximately 24 attendees regarding the proposed improvements, costs, funding, schedule, and impacts associated with the project. Comment cards were made available to attendees at the meeting. Summaries of the correspondence received, and questions and answers provided at the informational meetings are included in **Appendix F**.

5. FINANCING

5.1 Opinion of Cost

Detailed opinions of cost can be found in **Appendix B** of this report. The opinions of cost incorporate estimated 2020 construction costs and include a 15% contingency factor. Indirect costs are projected at 28% of the construction cost and include engineering, legal, financing, and administrative costs. **Table 5.1** below provides a summary of the opinions of probable cost for the 2020 Street and Utility Improvement Project.

Table 5.1 – Project Cost Summary	
Schedule	Total
Schedule A – Surface Improvements	\$2,665,373.95
Schedule B – Watermain Improvements	\$761,818.88
Schedule C – Sanitary Sewer Improvements	\$382,138.56
Schedule D – Storm Sewer Improvement	\$1,507,595.90
Schedule E – Alley Paving	\$114,344.96
Schedule F – Street Overlay	\$78,023.36
Schedule G – 2 nd Street Sidewalk Improvements	\$113,840.78
TOTAL	\$5,623,136.40

5.2 Funding

Financing for the 2020 Street and Utility Improvement Project will come from City funds, Municipal State Aid funds, and special assessments.

Special assessments are determined as set forth by each City's Assessment Policy and current fee resolutions. Per the City of North St Paul's Assessment Policy, benefitting property owners will be assessed by the actual front footage abutting the improvements. The current fee schedule for assessments is:

- Residential Reconstruction Front Foot Assessment Rate\$64.00 per front foot
- Multi-Family/Commercial Front Foot Assessment Rate\$96.00 per front foot

The total funds proposed to be recovered through special assessments are estimated at \$276,105.92.

The preliminary assessment roll can be found in **Appendix C**. A summary of the proposed project funding is shown on the following page in **Table 5.2** below.

Table 5.2 – Project Funding Summary	
Fund	Total
Municipal State Aid Funds - Street*	\$2,503,008.82
Municipal State Aid Funds – Storm*	\$753,847.95
Waste Water Utility Fund	\$382,138.56
Water Utility Fund	\$761,818.88
Surface Water Utility Fund	\$753,847.95
Street Maintenance Fund	\$192,368.32
Special Assessments**	\$276,105.92
TOTAL	\$5,623,136.40

* Use of Municipal State Aid Funds to be determined by City Council

** Note: The preliminary assessment roll can be found in Appendix C of this report.

6. PROJECT SCHEDULE

The proposed schedule for the 2020 Street and Utility Improvement Project is as follows:

Order Feasibility Report.....	June 18, 2019
Neighborhood Open House	August 21, 2019
Order Revised Feasibility Report.....	November 19, 2019
Present Feasibility Report/Set Public Hearing	December 17, 2019
Public Hearing/Order Project (North St. Paul)	January 21, 2020
Approve Plans/Order Ad for Bids	January 21, 2020
Open Bids	February 27, 2020
Begin Construction	May 2020
Substantial Completion of Construction.....	November 2020
Final Completion of Construction	June 2021

* Schedule assumes any necessary private utility work is completed prior to start of construction.

7. FEASIBILITY AND RECOMMENDATION

The 2020 Street and Utility Improvement Project includes roadway reconstruction, utility repair and replacement, and sidewalk and trail improvements along the following roadways:

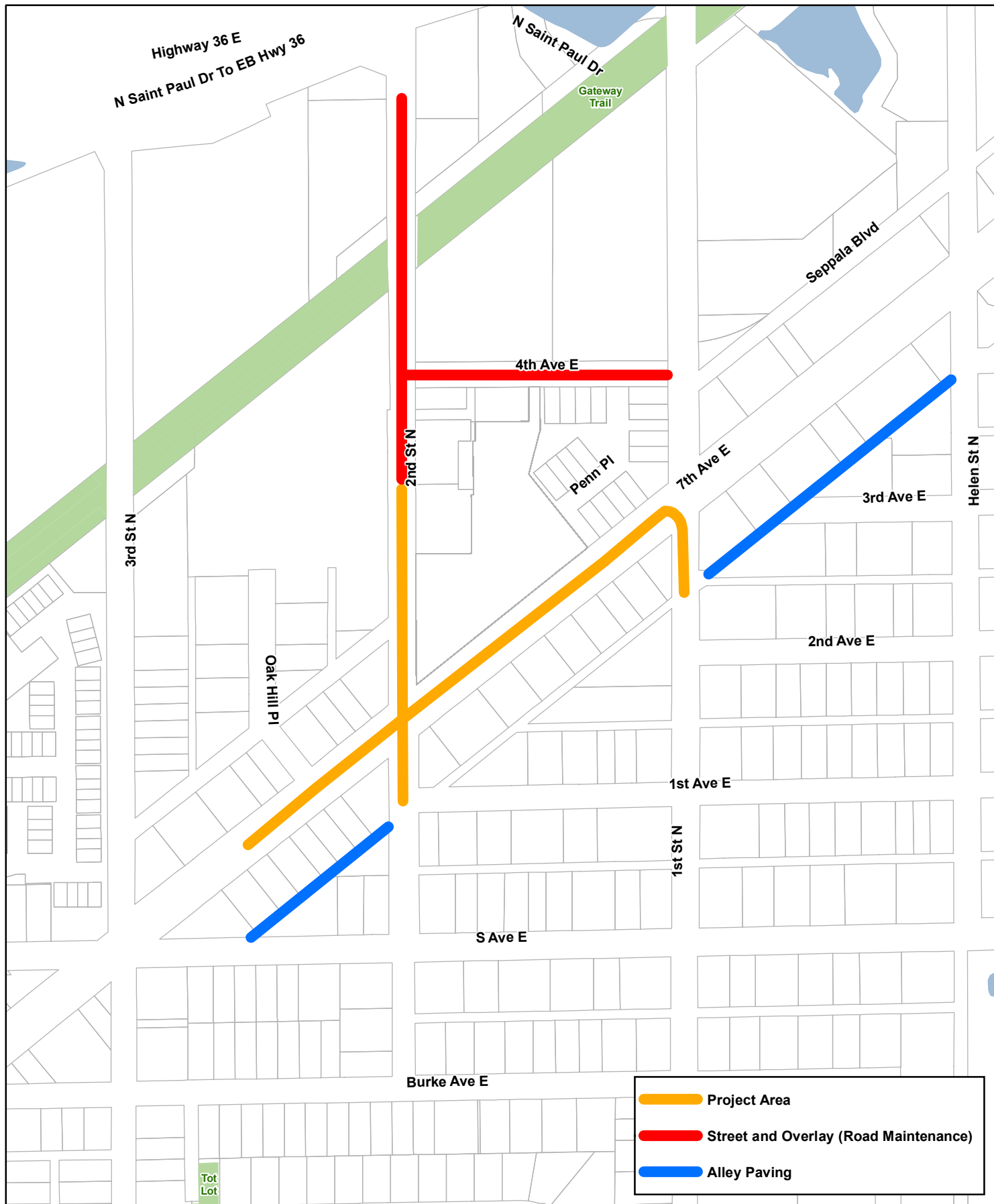
- 7th Avenue East between 3rd Street North and 1st Street North
- 2nd Street North from approximately 600' north of 7th Ave East to approximately 225' south of 7th Avenue East
- 1st Street North from 7th Avenue East to approximately 200' south of 7th Avenue East

The total estimated cost for the 2020 Street and Utility Improvement Project including roadway and utility improvements is **\$5,623,136.40**. Proposed funding for the project is provided through a combination of special assessments, Municipal State Aid, and City funds.

Based on the information contained in this report, it is recommended to proceed with the improvements in the project area. This project is feasible, necessary, and cost-effective from an engineering standpoint. The project feasibility is subject to financial review by the City.

APPENDIX A

- Figure 1 – Project Location**
- Figure 2 – Water Main Utility Map**
- Figure 3 – Sanitary Sewer Utility Map**
- Figure 4 – Storm Sewer Utility Map**



Project Location Area

2020 Street & Utility Improvements Project
North St. Paul, MN



0 300
Feet
1 inch = 300 feet





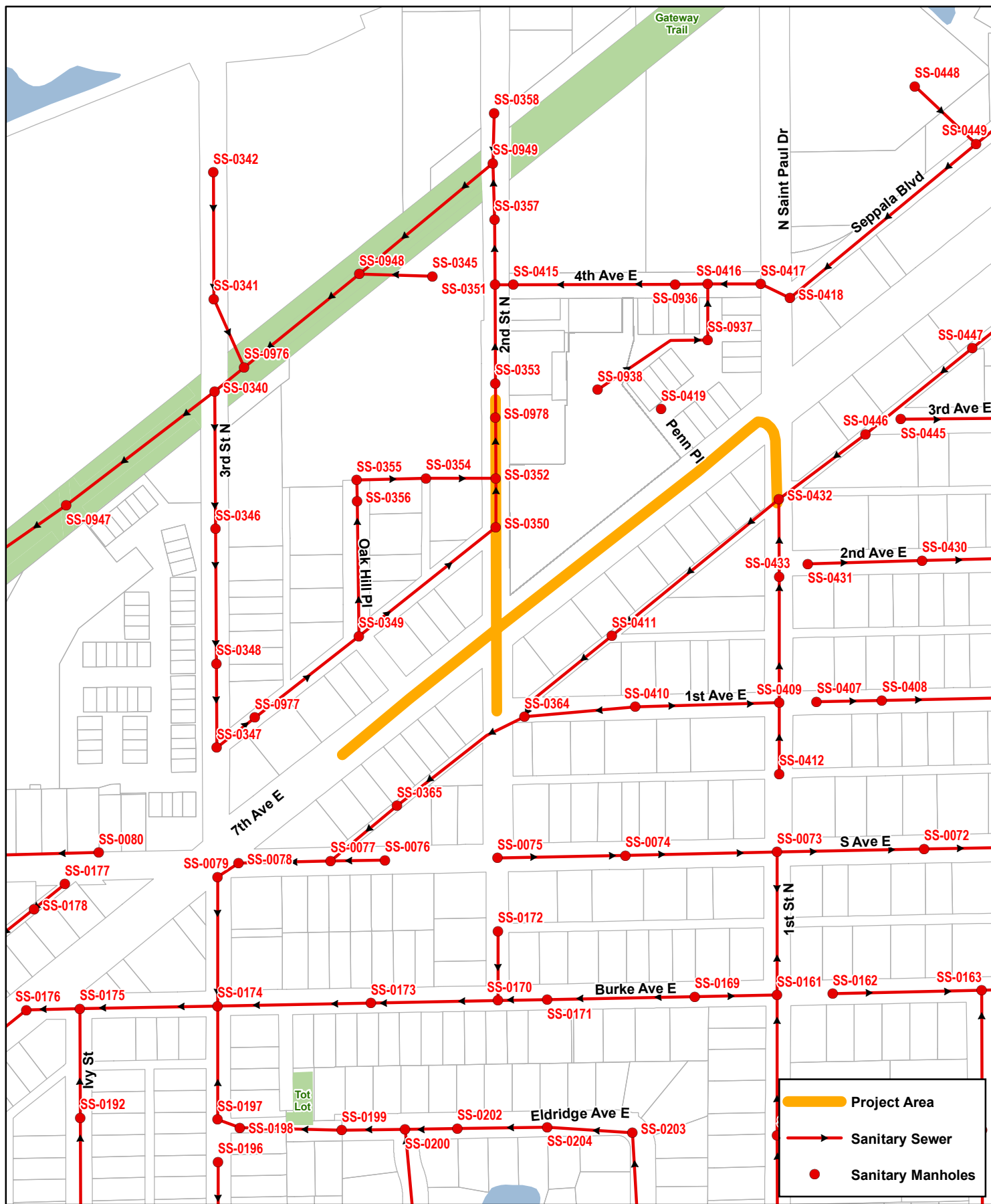
Watermain Map - Project Area

2020 Street & Utility Improvements Project
North St. Paul, MN



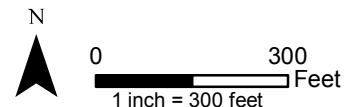
0 300 Feet
1 inch = 300 feet





Sanitary Sewer Map - Project Area

2020 Street & Utility Improvements Project
North St. Paul, MN





Storm Sewer Map - Project Area

2020 Street & Utility Improvements Project
North St. Paul, MN



0 300
Feet
1 inch = 300 feet



APPENDIX B

Opinion of Probable Cost

OPINION OF PROBABLE COST - 7TH STREET PROJECT

WSB Project: 2019 STREET & UTILITY RECONSTRUCTION PROJECT
 Project Location: NORTH ST PAUL
 City Project No.:
 WSB Project No: 014391-000

Design By: GT
 Checked By: BR
 Date: 11/24/2019

Item No.	MnDOT Specification No.	Description	Unit	Estimated Total Quantity	Estimated Unit Price	Estimated Total Cost
A. SURFACE IMPROVEMENTS						
1	2021.501	MOBILIZATION	LS	1	\$ 86,300.00	\$ 86,300.00
2	2101.524	CLEARING	TREE	32	\$ 250.00	\$ 8,000.00
3	2101.524	GRUBBING	TREE	32	\$ 200.00	\$ 6,400.00
4	2104.502	REMOVE SIGN	EACH	39	\$ 50.00	\$ 1,950.00
5	2104.502	REMOVE MAIL BOX SUPPORT	EACH	10	\$ 60.00	\$ 600.00
6	2104.502	SALVAGE CASTING	EACH	10	\$ 150.00	\$ 1,500.00
7	2104.502	SALVAGE MAIL BOX SUPPORT	EACH	20	\$ 100.00	\$ 2,000.00
8	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	150	\$ 7.00	\$ 1,050.00
9	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	100	\$ 4.00	\$ 400.00
10	2104.503	REMOVE CURB & GUTTER	L F	5270	\$ 5.00	\$ 26,350.00
11	2104.503	REMOVE RETAINING WALL	L F	200	\$ 30.00	\$ 6,000.00
12	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	250	\$ 10.00	\$ 2,500.00
13	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	430	\$ 8.00	\$ 3,440.00
14	2104.518	REMOVE CONCRETE WALK	S F	6150	\$ 2.00	\$ 12,300.00
15	2105.504	GEOTEXTILE FABRIC TYPE 4	S Y	11872	\$ 3.00	\$ 35,616.00
16	2106.507	EXCAVATION - COMMON (P)	C Y	15100	\$ 20.00	\$ 302,000.00
17	2106.507	EXCAVATION - SUBGRADE	C Y	1600	\$ 15.00	\$ 24,000.00
18	2105.507	GRANULAR BORROW (CV)	C Y	9700	\$ 15.00	\$ 145,500.00
19	2112.519	SUBGRADE PREPARATION	RDST	27	\$ 500.00	\$ 13,500.00
20	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	100	\$ 150.00	\$ 15,000.00
21	2130.523	WATER	MGAL	100	\$ 80.00	\$ 8,000.00
22	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	4300	\$ 15.00	\$ 64,500.00
23	2215.504	FULL DEPTH RECLAMATION	S Y	11332	\$ 2.50	\$ 28,330.00
24	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	600	\$ 4.00	\$ 2,400.00
25	2360.504	TYPE SP 9.5 WEAR CRS MIX(3;C)3.0" THICK	S Y	352	\$ 45.00	\$ 15,840.00
26	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3;C)	TON	5821	\$ 60.00	\$ 349,260.00
27	2411.604	MODULAR BLOCK RETAINING WALL	S F	600	\$ 100.00	\$ 60,000.00
28	2521.518	4" CONCRETE WALK	S F	17080	\$ 12.00	\$ 204,960.00
29	2531.503	CONCRETE CURB & GUTTER DESIGN B612	L F	5313	\$ 15.00	\$ 79,695.00
30	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	S Y	1067	\$ 45.00	\$ 48,015.00
31	2531.618	TRUNCATED DOMES	S F	64	\$ 60.00	\$ 3,840.00
32	2540.602	INSTALL MAIL BOX SUPPORT	EACH	10	\$ 65.00	\$ 650.00
33	2540.602	MAIL BOX	EACH	10	\$ 65.00	\$ 650.00
34	2540.602	TEMPORARY MAIL BOX	LUMP SUM	1	\$ 1,000.00	\$ 1,000.00
35	2563.601	TRAFFIC CONTROL	LS	1	\$ 20,000.00	\$ 20,000.00
36	2564.518	SIGN PANELS TYPE C	S F	250	\$ 50.00	\$ 12,500.00
37	2564.518	SIGN PANELS TYPE SPECIAL	S F	150	\$ 50.00	\$ 7,500.00
38	2571.504	CONIFEROUS SHRUB 2' HT CONT	SHRB	75	\$ 20.00	\$ 1,500.00
39	2571.504	CONIFEROUS SHRUB 4' HT CONT	SHRB	50	\$ 100.00	\$ 5,000.00
40	2571.505	DECIDUOUS SHRUB NO 5 CONT	SHRB	50	\$ 100.00	\$ 5,000.00
41	2571.507	PERENNIAL NO 1 CONT	PLT	1000	\$ 20.00	\$ 20,000.00
42	2571.524	DECIDUOUS TREE 2" CAL B&B	TREE	28	\$ 500.00	\$ 14,000.00
43	2571.524	CONIFEROUS TREE 8' HT B&B	TREE	28	\$ 600.00	\$ 16,800.00
44	2573.501	STORM DRAIN INLET PROTECTION	EACH	15	\$ 300.00	\$ 4,500.00
45	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$ 5,000.00	\$ 5,000.00
46	2573.503	SILT FENCE, TYPE MS	L F	900	\$ 3.00	\$ 2,700.00
47	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	3540	\$ 3.00	\$ 10,620.00
47	2574.507	COMMON TOPSOIL BORROW	C Y	1200	\$ 30.00	\$ 36,000.00
48	2575.501	TURF ESTABLISHMENT	LUMP SUM	1	\$ 40,000.00	\$ 40,000.00
49	2575.504	SODDING TYPE LAWN	S Y	3940	\$ 7.50	\$ 29,550.00
50	2575.504	EROSION CONTROL BLANKETS CATEGORY 4	S Y	400	\$ 3.00	\$ 1,200.00
51	2575.505	SEEDING	ACRE	2	\$ 2,000.00	\$ 4,000.00
52	2582.503	4" BROKEN LINE MULTI COMP	L F	1800	\$ 2.00	\$ 3,600.00
53	2582.503	4" SOLID LINE MULTI COMP	L F	3600	\$ 2.00	\$ 7,200.00
54	2582.518	CROSSWALK PAINT	S F	500	\$ 5.00	\$ 2,500.00
				0		\$ -
				0		\$ -
CONSTRUCTION TOTAL					\$	1,810,716.00
CONTINGENCY TOTAL (15%)					\$	271,607.40
SUBTOTAL					\$	2,082,323.40
INDIRECT COST TOTAL (28%)					\$	583,050.55
TOTAL					\$	2,665,373.95

B. WATERMAIN IMPROVEMENTS

55	2021.501	MOBILIZATION (5%)	LUMP SUM	1	\$ 24,700.00	\$ 24,700.00
56	2104.501	REMOVE WATER MAIN	L F	830	\$ 7.00	\$ 5,810.00
57	2104.501	REMOVE WATER SERVICE PIPE	L F	1175	\$ 3.00	\$ 3,525.00
58	2104.509	REMOVE GATE VALVE & BOX	EACH	9	\$ 350.00	\$ 3,150.00
59	2104.509	REMOVE MANHOLE	EACH	5	\$ 500.00	\$ 2,500.00
60	2104.509	REMOVE HYDRANT	EACH	8	\$ 500.00	\$ 4,000.00
61	2104.525	REMOVE CURB STOP AND BOX	EACH	24	\$ 200.00	\$ 4,800.00
62	2104.603	ABANDON WATER MAIN	L F	1526	\$ 5.00	\$ 7,630.00
63	2105.602	EXCAVATE TO LOCATE SERVICE	EACH	20	\$ 500.00	\$ 10,000.00
64	2502.604	4" POLYSYRENE INSULATION	S Y	100	\$ 50.00	\$ 5,000.00
65	2504.608	DUCTILE IRON FITTINGS	LB	2000	\$ 15.00	\$ 30,000.00
66	2504.601	TEMPORARY WATER SERVICE	LS	1	\$ 50,000.00	\$ 50,000.00
67	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	8	\$ 2,500.00	\$ 20,000.00
68	2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	24	\$ 300.00	\$ 7,200.00
69	2504.602	HYDRANT	EACH	8	\$ 5,000.00	\$ 40,000.00
70	2504.602	8" GATE VALVE & BOX	EACH	9	\$ 2,150.00	\$ 19,350.00
71	2504.602	1" CORPORATION STOP AND BOX	EACH	24	\$ 400.00	\$ 9,600.00
72	2504.602	1" CURB STOP AND BOX	EACH	24	\$ 400.00	\$ 9,600.00
73	2504.603	1" HPDE WATER SERVICE PIPE	L F	1175	\$ 20.00	\$ 23,500.00
74	2504.603	8" PVC WATERMAIN	L F	2606	\$ 50.00	\$ 130,300.00
75	2504.303	8" HDPE WATERMAIN DR 11 DIPS (PIPE BURST)	LF	1425	\$ 75.00	\$ 106,875.00
				0		\$ -
				0		\$ -

CONSTRUCTION TOTAL \$ 517,540.00

CONTINGENCY TOTAL (15%) \$ 77,631.00

SUBTOTAL \$ 595,171.00

INDIRECT COST TOTAL (28%) \$ 166,647.88

TOTAL \$ 761,818.88

C. SANITARY SEWER IMPROVEMENTS

76	2021.501	MOBILIZATION (5%)	LUMP SUM	1	\$ 12,400.00	\$ 12,400.00
77	2104.501	REMOVE SEWER PIPE (SANITARY)	L F	320	\$ 7.50	\$ 2,400.00
78	2104.501	REMOVE SANITARY SERVICE PIPE	L F	128	\$ 10.00	\$ 1,280.00
79	2104.509	REMOVE MANHOLE (SANITARY)	EACH	8	\$ 650.00	\$ 5,200.00
80	2105.602	REMOVE CASTING	EACH	8	\$ 200.00	\$ 1,600.00
81	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	14	\$ 500.00	\$ 7,000.00
82	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	15	\$ 1,250.00	\$ 18,750.00
83	2503.602	PVC WYE	EACH	8	\$ 500.00	\$ 4,000.00
84	2503.603	4" PVC PIPE SEWER	L F	208	\$ 50.00	\$ 10,400.00
85	2503.603	8" PVC PIPE SEWER	L F	440	\$ 65.00	\$ 28,600.00
86	2503.603	LINING SEWER PIPE 8"	L F	1905	\$ 25.00	\$ 47,625.00
87	2506.603	CONST. 48" SAN SEWER MANHOLE	EACH	8	\$ 1,500.00	\$ 12,000.00
88	2503.603	LINING SEWER PIPE SERVICE	L F	516	\$ 25.00	\$ 12,900.00
89	2503.603	LINING SEWER PIPE LATERAL	EACH	21	\$ 3,000.00	\$ 63,000.00
90	2503.603	TELEWISE SANITARY SEWER	LIN FT	2225	\$ 2.00	\$ 4,450.00
91	2503.603	TELEWISE SANITARY SEWER SERVICE	EACH	25	\$ 400.00	\$ 10,000.00
92	2105.602	EXCAVATE TO LOCATE SERVICE	EACH	10	\$ 1,000.00	\$ 10,000.00
93	2506.516	CASTING ASSEMBLY	EACH	8	\$ 1,000.00	\$ 8,000.00
				0		\$ -
				0		\$ -

CONSTRUCTION TOTAL \$ 259,605.00

CONTINGENCY TOTAL (15%) \$ 38,940.75

SUBTOTAL \$ 298,545.75

INDIRECT COST TOTAL (28%) \$ 83,592.81

TOTAL \$ 382,138.56

D. STORM SEWER IMPROVEMENTS						
94	2021.501	MOBILIZATION (5%)	LUMP SUM	1	\$ 35,800.00	\$ 35,800.00
95	2104.501	REMOVE SEWER PIPE (STORM)	L F	1210	\$ 15.00	\$ 18,150.00
96	2104.509	REMOVE DRAINAGE STRUCTURE	EACH	13	\$ 750.00	\$ 9,750.00
97	2502.503	4" PERF TP PIPE DRAIN	L F	5910	\$ 25.00	\$ 147,750.00
98	2502.602	4" TP PIPE DRAIN CLEAN OUT	EACH	20	\$ 300.00	\$ 6,000.00
99	2503.511	12" RC PIPE SEWER CLASS V	L F	619	\$ 60.00	\$ 37,140.00
100	2503.511	15" RC PIPE SEWER CLASS V	L F	1662	\$ 65.00	\$ 108,030.00
101	2503.511	18" RC PIPE SEWER CLASS V	L F	53	\$ 70.00	\$ 3,710.00
102	2503.511	21" RC PIPE SEWER CLASS V	L F	45	\$ 80.00	\$ 3,600.00
103	2503.511	24" RC PIPE SEWER CLASS V	L F	319.2	\$ 90.00	\$ 28,728.00
103	2506.502	CONST DRAINAGE STRUCTURE DESIGN SPECIAL (2X3)	EACH	18	\$ 2,500.00	\$ 45,000.00
104	2506.502	CONST DRAINAGE STRUCTURE DES 48-4020	V F	86	\$ 650.00	\$ 55,900.00
105	2506.502	CONST DRAINAGE STRUCTURE DES 60-4020	V F	25	\$ 850.00	\$ 21,250.00
106	2506.502	RAIN GARDEN	SY	200	\$ 100.00	\$ 20,000.00
107	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	10	\$ 1,250.00	\$ 12,500.00
108	2503.602	RANDOM RIP RAP CLASS III	SY	20	\$ 150.00	\$ 3,000.00
109	2411.507	CONCRETE COLLAR	EACH	5	\$ 500.00	\$ 2,500.00
110	2451.511	COARSE FILTER AGGREGATE (LV)	CY	500	\$ 20.00	\$ 10,000.00
111	2506.516	CASTING ASSEMBLY	EACH	46	\$ 1,250.00	\$ 57,500.00
112	2105.601	SITE GRADING	LS	1	\$ 125,000.00	\$ 125,000.00
						\$ -
					CONSTRUCTION TOTAL	\$ 715,508.00
					WATERSHED WATER QUALITY CREDITS	\$ 308,674.00
					CONTINGENCY TOTAL (15%)	\$ 153,627.30
					SUBTOTAL	\$ 1,177,809.30
					INDIRECT COST TOTAL (28%)	\$ 329,786.60
					TOTAL	\$ 1,507,595.90
E. ALLEY PAVING						
113	2021.501	MOBILIZATION (5%)	LUMP SUM	1	\$ 3,700.00	\$ 3,700.00
114	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	50	\$ 7.50	\$ 375.00
115	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	50	\$ 5.00	\$ 250.00
116	2232.504	MILL BITUMINOUS SURFACE	S Y	3500	\$ 2.95	\$ 10,325.00
117	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	150	\$ 5.00	\$ 750.00
118	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3;C)	TON	692	\$ 90.00	\$ 62,280.00
						\$ -
						\$ -
					CONSTRUCTION TOTAL	\$ 77,680.00
					CONTINGENCY TOTAL (15%)	\$ 11,652.00
					SUBTOTAL	\$ 89,332.00
					INDIRECT COST TOTAL (28%)	\$ 25,012.96
					TOTAL	\$ 114,344.96
F. STREET OVERLAY (ROAD MAINTENANCE)						
119	2021.501	MOBILIZATION (5%)	LUMP SUM	1	\$ 2,600.00	\$ 2,600.00
120	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	50	\$ 7.50	\$ 375.00
121	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	50	\$ 5.00	\$ 250.00
122	2332.604	EDGE MILL	L F	2590	\$ 5.00	\$ 12,950.00
123	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	130	\$ 5.00	\$ 650.00
124	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3;C)	TON	402	\$ 90.00	\$ 36,180.00
						\$ -
						\$ -
					CONSTRUCTION TOTAL	\$ 53,005.00
					CONTINGENCY TOTAL (15%)	\$ 7,950.75
					SUBTOTAL	\$ 60,955.75
					INDIRECT COST TOTAL (28%)	\$ 17,067.61
					TOTAL	\$ 78,023.36
G. 2ND STREET SIDEWALK IMPROVEMENTS						
125	2021.501	MOBILIZATION (5%)	LUMP SUM	1	\$ 3,700.00	\$ 3,700.00
126	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	50	\$ 7.50	\$ 375.00
127	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	500	\$ 5.00	\$ 2,500.00
128	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	139	\$ 15.00	\$ 2,085.00
129	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	30	\$ 5.00	\$ 150.00
130	2521.518	4" CONCRETE WALK	S F	6300	\$ 5.00	\$ 31,500.00
131	2531.503	CONCRETE CURB & GUTTER DESIGN B612	L F	500	\$ 15.00	\$ 7,500.00
132	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	S Y	17	\$ 45.00	\$ 750.15
133	2531.618	TRUNCATED DOMES	S F	32	\$ 60.00	\$ 1,920.00
134	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3;C)	TON	234	\$ 90.00	\$ 21,024.00
135	2575.504	SODDING TYPE LAWN	S Y	556	\$ 7.50	\$ 4,166.67
136	2575.504	EROSION CONTROL BLANKETS CATEGORY 4	S Y	556	\$ 3.00	\$ 1,666.67
					CONSTRUCTION TOTAL	\$ 77,337.49
					CONTINGENCY TOTAL (15%)	\$ 11,600.62
					SUBTOTAL	\$ 88,938.11
					INDIRECT COST TOTAL (28%)	\$ 24,902.67
					TOTAL	\$ 113,840.78

APPENDIX C

Preliminary Assessment Map Preliminary Assessment Roll



Assessment Map Area

2020 Street & Utility Improvements Project
North St. Paul, MN



MAP ID	PID	FEE OWNER TAX NAME 1	FEE OWNER TAX NAME 2	FEE OWNER ADDRESS	CITY/STATE	ZIP CODE	PROPERTY ADDRESS	CITY/STATE	USE TYPE	CORNER LOT	FRONTAGE	FRONTAGE ASSESSED	ASSESSMENT RATE (FRONT)	FRONT YARD ASSESSMENT	SIDE FRONTAGE	SIDE FRONTAGE ASSESSED	ASSESSMENT RATE (SIDE)	SIDE YARD ASSESSMENT	PROPOSED TOTAL ASSESSMENT	CAPPED TOTAL ASSESSMENT
152	122922330021	Rulon A Chappell		2373 7th Ave E	North St. Paul, MN	55109-2933	2373 7th Ave E	North St. Paul, MN	Res 1 unit	NO	100	100	64	6400	0	0.00	64	0	\$6,400.00	\$6,400.00
153	122922330022	Matthew P Watt	Jolene M Watt	2377 7th Ave E	Maplewood, MN	55109-2933	2377 7th Ave E	North St. Paul, MN	Res 1 unit	NO	50	50	64	3200	0	0.00	64	0	\$3,200.00	\$3,200.00
154	122922330023	Kathleen J Pechuman		2383 7th Ave E	North St. Paul, MN	55109-2933	2383 7th Ave E	North St. Paul, MN	Res 1 unit	YES	50	25	64	1600	0	0.00	64	0	\$1,600.00	\$1,600.00
155	122922330024	Michael H Schultz	Betty M Schultz	2395 7th Ave E	North St. Paul, MN	55109-2932	2395 7th Ave E	North St. Paul, MN	Res 1 unit	YES	75	37.5	64	2400	0	0.00	64	0	\$2,400.00	\$2,400.00
156	122922330025	Daniel G Graczyk		2401 7th Ave E	North St. Paul, MN	55109-2932	2401 7th Ave E	North St. Paul, MN	Res 1 unit	NO	50	50	64	3200	0	0.00	64	0	\$3,200.00	\$3,200.00
157	122922330026	Urban City Properties LLC		3119 Millwork Cir	Stillwater, MN	55082-3472	2405 7th Ave E	North St. Paul, MN	Res 1 unit	NO	50	50	64	3200	0	0.00	64	0	\$3,200.00	\$3,200.00
158	122922330027	Berwald Investment Company		2440 Charles St N	North St. Paul, MN	55109-3013	2409 7th Ave E	North St. Paul, MN	Res V Land	YES	50	25	64	1600	151.4	75.70	64	4844.8	\$6,444.80	\$6,444.80
159	122922330001	Berwald Investment Company		2440 Charles St N	North St. Paul, MN	55109-3013	2226 2nd St N	North St. Paul, MN	Industrial	NO	312.5	312.5	96	30000	0	0.00	96	0	\$30,000.00	\$30,000.00
160	122922340160	Berwald Investment Company		2440 Charles St N	North St. Paul, MN	55109-3013	0 2nd St	North St. Paul, MN	Commercial	NO	160	160	96	15360	0	0.00	96	0	\$15,360.00	\$15,360.00
161	122922340162	Neil V Bakker	Judith A Duclos	2231 Penn Place Unit 101	North St. Paul, MN	55109-2948	2231 Penn Pl 101	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
162	122922340163	Richard T Hedlund	Mavis C Hedlund	2231 Penn Place Unit 102	Maplewood, MN	55109-2948	2231 Penn Pl 102	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
163	122922340164	Jimmie M Wood	Janet A Wood	2231 Penn Pl Unit 103	North St. Paul, MN	55109-2948	2231 Penn Pl 103	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
164	122922340165	Robert Zick		2231 Penn Pl Unit 104	Maplewood, MN	55109-2948	2231 Penn Pl 104	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
165	122922340166	Mary Lynn Perrault	Judy Ann Perrault	2231 Penn Pl Unit 105	North St. Paul, MN	55109-2948	2231 Penn Pl 105	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
166	122922340167	Debra F Severson		2231 Penn Place Unit 106	North St. Paul, MN	55109-2948	2231 Penn Pl 106	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
167	122922340168	Scott A Lemire	Deborah K Lemire	2231 Penn Place Unit 107	North St. Paul, MN	55109-2948	2231 Penn Pl 107	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
168	122922340169	Kenneth Johnson	Janet Johnson	2231 Penn Pl Unit 108	North St. Paul, MN	55109-2955	2231 Penn Pl 108	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
169	122922340170	Gloria Chatterton Trustee		2231 Penn Place Unit 109	North St. Paul, MN	55109-2955	2231 Penn Pl 109	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
170	122922340171	Karen Hagen Tr		2231 Penn Place Unit 110	North St. Paul, MN	55109-2955	2231 Penn Pl 110	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
171	122922340172	Lyle R Schuetzle	Virginia M Schuetzle	2231 Penn Place Unit 111	North St. Paul, MN	55109-2955	2231 Penn Pl 111	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
172	122922340173	Jon D Gear	Karen C Gear	2231 Penn Place Unit 112	North St. Paul, MN	55109-2955	2231 Penn Pl 112	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
173	122922340174	Eugene Larson	Sandra Larson	2231 Penn Place Unit 113	North St. Paul, MN	55109-2955	2231 Penn Pl 113	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
174	122922340175	Daniel G Kelly	Susan M Kelly	2231 Penn Pl Unit 114	North St. Paul, MN	55109-2955	2231 Penn Pl 114	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
175	122922340176	Karen A Reaume		2231 Penn Place Unit 116	North St. Paul, MN	55109-2956	2231 Penn Pl 116	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
176	122922340177	John C Kovacs	Ruth A Kovacs	2231 Penn Place Unit 117	North St. Paul, MN	55109-2956	2231 Penn Pl 117	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
177	122922340178	Carol A Dixon		2231 Penn Place Unit 118	North St. Paul, MN	55109-2956	2231 Penn Pl 118	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
178	122922340179	Deborah L Gridley		2231 Penn Place Unit 119	North St. Paul, MN	55109-2905	2231 Penn Pl 119	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
179	122922340180	Edward R Kruse	Marilyn L Kruse	2231 Penn Place Unit 120	North St. Paul, MN	55109-2956	2231 Penn Pl 120	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
180	122922340181	Scott A Weston		2231 Penn Place Unit 121	North St. Paul, MN	55109-2956	2231 Penn Pl 121	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
181	122922340182	Nelvia Huston		2231 Penn Place Unit 122	North St. Paul, MN	55109-2956	2231 Penn Pl 122	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
182	122922340183	Kenneth P Lang	Loretta F Lang	2231 Penn Place Unit 123	North St. Paul, MN	55109-2905	2231 Penn Pl 123	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
183	122922340184	Jessica Marie Flug		2231 Penn Place Unit 124	North St. Paul, MN	55109-2957	2231 Penn Pl 124	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
184	122922340185	Barbara A Campbell		2231 Penn Place Unit 125	North St. Paul, MN	55109-2957	2231 Penn Pl 125	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
185	122922340186	Bridget K McKelvey		3034 Duluth St	Maplewood, MN	55109-5531	2231 Penn Pl 126	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
186	122922340187	Christine I Larson		2231 Penn Place Unit 201	North St. Paul, MN	55109-2951	2231 Penn Pl 201	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
187	122922340188	Jackie Lee Gilbertson Trustee		2231 Penn Pl Unit 202	North St. Paul, MN	55109-2951	2231 Penn Pl 202	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
188	122922340189	Marjorie P Sjolund		2231 Penn Place Unit 203	North St. Paul, MN	55109-2951	2231 Penn Pl 203	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
189	122922340190	Richard J Herzog	Sharon K Herzog	PO Box 247	Sturgeon Lake, MN	55783	2231 Penn Pl 204	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
190	122922340191	Richard F Conner	Frances Conner	2231 Penn Place Unit 205	North St. Paul, MN	55109-2958	2231 Penn Pl 205	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
191	122922340192	Bruce E Meissner	Pamela M Meissner	2231 Penn Place Unit 206	North St. Paul, MN	55109-2958	2231 Penn Pl 206	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
192	122922340193	Emil J Kvaal	Wanetta E Kvaal	2231 Penn Place Unit 207	North St. Paul, MN	55109-2958	2231 Penn Pl 207	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
193	122922340194	Loyd E Erion		2231 Penn Place Unit 208	North St. Paul, MN	55109-2958	2231 Penn Pl 208	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
194	122922340195	Geraldine L Braun		2231 Penn Place Unit 209	North St. Paul, MN	55109-2958	2231 Penn Pl 209	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
195	122922340196	Lorraine E Crosby		2231 Penn Place Unit 210	North St. Paul, MN	55109-2958	2231 Penn Pl 210	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
196	122922340197	Judith Ek		2231 Penn Place Unit 211	North St. Paul, MN	55109-2067	2231 Penn Pl 211	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
197	122922340198	Jeff Melander		2231 Penn Place Unit 212	North St. Paul, MN	55109-2959	2231 Penn Pl 212	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
198	122922340199	James Fenlon	Lorraine A Fenlon	2231 Penn Place Unit 213	North St. Paul, MN	55109-2959	2231 Penn Pl 213	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
199	122922340200	Ruby Erickson Trustee		2231 Penn Place Unit 214	St. Paul, MN	55109-2959	2231 Penn Pl 214	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
200	122922340201	Anna M Fox Trustees	Joseph L Fox Trustees	2231 Penn Place Unit 215	North St. Paul, MN	55109-2959	2231 Penn Pl 215	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
201	122922340202	Linda R Dupuis		2231 Penn Place Unit 216	North St. Paul, MN	55109-2959	2231 Penn Pl 216	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
202	122922340203	Geraldine Miner	Robert Miner	2231 Penn Place Unit 217	North St. Paul, MN	55109-2959	2231 Penn Pl 217	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
203	122922340204	Bonny M Kraus		2231 Penn Place Unit 218	North St. Paul, MN	55109-2960	2231 Penn Pl 218	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304				

MAP ID	PID	FEE OWNER TAX NAME 1	FEE OWNER TAX NAME 2	FEE OWNER ADDRESS	CITY/STATE	ZIP CODE	PROPERTY ADDRESS	CITY/STATE	USE TYPE	CORNER LOT	FRONTAGE	FRONTAGE ASSESSED	ASSESSMENT RATE (FRONT)	FRONT YARD ASSESSMENT	SIDE FRONTAGE	SIDE FRONTAGE ASSESSED	ASSESSMENT RATE (SIDE)	SIDE YARD ASSESSMENT	PROPOSED TOTAL ASSESSMENT	CAPPED TOTAL ASSESSMENT
229	122922340230	Scott A Pierson		2231 Penn Place Unit 318	North St. Paul, MN	55109-2962	2231 Penn Pl 318	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
230	122922340231	Roxann Palmberg	Richard Palmberg	2231 Penn Place Unit 319	North St Paul, MN	55109-2962	2231 Penn Pl 319	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
231	122922340232	Sharolyn J Hartje	Robert M Hartje	2231 Penn Place Unit 320	North St. Paul, MN	55109-2963	2231 Penn Pl 320	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
232	122922340233	Dean M Widsenski	Beth R Widsenski	6632 Bergstrom Rd	Duluth, MN	55803-9236	2231 Penn Pl 321	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
233	122922340234	Patricia L Schaaf		2231 Penn Place Unit 322	North St. Paul, MN	55109-2963	2231 Penn Pl 322	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
234	122922340235	John T St Ledger		3114 164th Ave NE	Andover, MN	55304-6971	2231 Penn Pl 323	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
235	122922340236	Suzanne M Plaster		2231 Penn Place Unit 324	North St. Paul, MN	55109-2963	2231 Penn Pl 324	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
236	122922340237	Kathleen Zella Rice		2231 Penn Place Unit 325	North St. Paul, MN	55109-2963	2231 Penn Pl 325	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
237	122922340238	Michael J Healy		2231 Penn Place Unit 326	North St. Paul, MN	55109-2963	2231 Penn Pl 326	North St. Paul, MN	Res 1 unit(CONDO)	NO	511.43	511.43	96	49097.28	304.64	304.64	96	29245.44	\$78,342.72	\$1,017.44
238	122922340085	Revoc Trust Agreement Sharon		1872 Adele St	St. Paul, MN	55109	2227 1st St N	North St. Paul, MN	Res 2-3 units	NO	103	103	96	9888	145	145.00	96	13920	\$23,808.00	\$23,808.00
239	122922340084	Khaled M Slayhi Trustee	Clara M Slayhi Trustee	5610 Norwich Pky Unit 324	Oak Park Hts, MN	55082-6489	2456 7th Ave E	North St. Paul, MN	Res 2-3 units	NO	75	75	96	7200	0	0.00	96	0	\$7,200.00	\$7,200.00
240	122922340083	Justin E Weiland		2454 7th Ave E	North St. Paul, MN		2454 7th Ave E	North St. Paul, MN	Res 1 unit	NO	50	50	64	3200	0	0.00	64	0	\$3,200.00	\$3,200.00
241	122922340082	Raymond J Simpson Trustee	Mary Jo Simpson Trustee	3624 Grovner Rd N	Oakdale, MN	55128-3219	2446 7th Ave E	North St. Paul, MN	Res 2-3 units	NO	75	75	96	7200	0	0.00	96	0	\$7,200.00	\$7,200.00
242	122922340081	Amy B Winterhalter		2442 7th Ave E	North St. Paul, MN	55109-2904	2442 7th Ave E	North St. Paul, MN	Res 2-3 units	NO	75	75	96	7200	0	0.00	96	0	\$7,200.00	\$7,200.00
243	122922340080	Paul D Collins	Elisabeth M Collins	2434 7th Ave E	North St. Paul, MN	55109-2904	2434 7th Ave E	North St. Paul, MN	Res 1 unit	NO	100	100	64	6400	0	0.00	64	0	\$6,400.00	\$6,400.00
244	122922340079	Lucille O Low		2426 7th Ave E	North St. Paul, MN	55109-2904	2426 7th Ave E	North St. Paul, MN	Res 1 unit	NO	100	100	64	6400	0	0.00	64	0	\$6,400.00	\$6,400.00
245	122922340078	Charles Givens	/O GED Contract Enterprising In	2414 7th Ave E	North St. Paul, MN	55109-2930	2414 7th Ave E	North St. Paul, MN	Res 1 unit	NO	144	144	64	9216	0	0.00	64	0	\$9,216.00	\$8,000.00
246	122922340077	City of North St Paul Housing and Redev Authority		2400 Margaret St	North St. Paul, MN	55109-3020	2198 2nd St N	North St. Paul, MN	Muni Srvc Other	YES	26	13	96	1248	124	62.00	96	5952	\$0.00	\$0.00
247	122922330035	Jesse William Labuda		2396 7th Ave E	North St. Paul, MN	55109-2901	2396 7th Ave E	Maplewood, MN	Res 1 unit	YES	130	65	64	4160	144	72.00	64	4608	\$8,768.00	\$8,000.00
248	122922330034	Timothy J Smaker		1861 2nd St E	White Bear Lake	55110-3176	2390 7th Ave E	North St. Paul, MN	Res 1 unit	NO	50	50	64	3200	0	0.00	64	0	\$3,200.00	\$3,200.00
249	122922330033	Fran Kroska		2384 7th Ave E	North St. Paul, MN	55109-2901	2384 7th Ave E	North St. Paul, MN	Res 1 unit	NO	50	50	64	3200	0	0.00	64	0	\$3,200.00	\$3,200.00
250	122922330032	Nancy P Walsh		2380 7th Ave E	North St. Paul, MN	55109-2901	2380 7th Ave E	North St. Paul, MN	Res 1 unit	NO	50	50	64	3200	0	0.00	64	0	\$3,200.00	\$3,200.00
251	122922330031	Curtis M Gabrielson	Lindsey M Gabrielson	2376 7th Ave E	North St. Paul, MN	55109-2901	2376 7th Ave E	North St. Paul, MN	Res 1 unit	NO	65	65	64	4160	0	0.00	64	0	\$4,160.00	\$4,160.00
252	122922330030	David J Beale	Amy K Beale	2370 7th Ave E	North St. Paul, MN	55109-2901	2370 7th Ave E	North St. Paul, MN	Res 1 unit	NO	60	60	64	3840	0	0.00	64	0	\$3,840.00	\$3,840.00
253	122922340152	James H Wicks	Carol M Wicks	2265 Penn Place	North St. Paul, MN	55109-2919	2265 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
254	122922340151	Robert G Dougherty	Susan M Dougherty	2263 Penn Pl	North St. Paul, MN	55109-2919	2263 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
255	122922340150	George J Peters	Delrose C Peters	2261 Penn Pl	North St. Paul, MN	55109-2919	2261 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
256	122922340149	Diane Dittbrenner		2259 Penn Place	North St. Paul, MN	55109-2919	2259 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
257	122922340240	Theodore William Folger		2264 Penn Place	North St. Paul, MN	55109-2919	2264 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
258	122922340239	Luella L Wilds Trustee		2262 Penn Place	North St. Paul, MN	55109-2919	2262 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
259	122922340146	William E Winn Trustees	Katherine M Winn Trustees	1257 Breezy Bay Ct	Balsam Lake, WI	54810-5147	2260 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
260	122922340145	Yvonne E Noyes		2258 Penn Place	North St. Paul, MN	55109	2258 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
261	122922340153	Charles R Prokosch	Barbara L Prokosch	2255 Penn Place	North St. Paul, MN	55109-2919	2255 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
262	122922340154	Gregory M Cocchiarella Tr		2253 Penn Place	North St. Paul, MN	55109-2919	2253 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
263	122922340155	Richard D Seck	Sally B Seck	2251 Penn Pl	North St. Paul, MN	55109-2919	2251 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
264	122922340156	Lois B Wintersteen	Richard T Wintersteen	2249 Penn Place	North St. Paul, MN	55109-2919	2249 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
265	122922340141	Gladys M Jones		2250 Penn Place	North St. Paul, MN	55109	2250 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
266	122922340142	Carol A Swanson		2252 Penn Place	North St. Paul, MN	55109-2921	2252 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
267	122922340143	Francis J Blatzheim	Marlene I Blatzheim	2254 Penn Place	North St. Paul, MN	55109-2921	2254 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
268	122922340144	N Theodore Lillie	Mary S Lillie	2256 Penn Pl	North St. Paul, MN	55109-2921	2256 Penn Place	North St. Paul, MN	Res 1 unit	NO	181	181	96	17376	0	0.00	64	0	\$17,376.00	\$1,086.00
269	122922340157	Penn Place Townhomes		PO Box 9364	Maplewood	55109-0364	Unassigned			NO	0	0	96	0	0	0.00	64	0	\$0.00	\$0.00
270	122922340012	Michael Mohriant	Marilyn Mohriant	4870 Olson Lake Trl	Oakdale	55128-2202	2466 7th Ave E	North St. Paul, MN	Commercial	NO	141.4	141.4	96	13574.4	0	0.00	96	0	\$13,574.40	\$13,574.40

Cap assessments at	\$8,000.00
TOTAL ASSESSMENTS	\$276,105.92

APPENDIX D

2020 Geotechnical Report – Log of Test Borings



**NORTH
ST. PAUL**
extraordinary.

GEOTECHNICAL REPORT

2020 STREET IMPROVEMENTS

NORTH ST. PAUL MN

August 12, 2019

Prepared for:
City of North St. Paul
2400 Margaret Street
North St Paul, MN 55109

WSB PROJECT NO. 014391-000



GEOTECHNICAL REPORT

2020 STREET IMPROVEMENTS NORTH ST. PAUL

**FOR
CITY OF NORTH ST. PAUL**

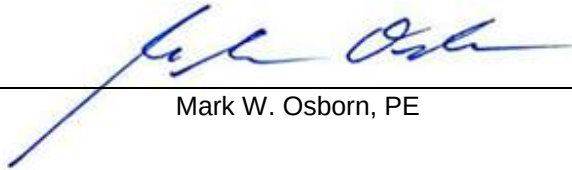
August 12, 2019



GEOTECHNICAL REPORT

CERTIFICATION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Mark W. Osborn, PE

Date: August 12, 2019

Lic. No. 41362



August 12, 2019

Nick Fleishhacker
City of North St Paul
2400 Margaret Street
North St Paul, MN 55109

Re: Geotechnical Report
2020 Street Improvements
North St. Paul, Minnesota
WSB Project No.: 014391-000

We have conducted a geotechnical subsurface exploration program for the above referenced project. This report contains our soil boring logs, an evaluation of the conditions encountered in the borings and our recommendations for pavement section design, subgrade improvements, utility installation, and construction considerations.

If you have questions concerning this report or our recommendations, or for construction material testing for this project, please call us at (952) 737-4660.

Sincerely,

WSB

A handwritten signature in blue ink, appearing to read "Mark Osborn".

Mark Osborn, PE
Geotechnical Project Engineer

A handwritten signature in blue ink, appearing to read "Darin Hyatt".

Darin Hyatt, PE
Senior Geotechnical Engineer

Attachment:
Geotechnical Report

MWO/tmw

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TITLE SHEET

CERTIFICATION SHEET

LETTER OF TRANSMITTAL

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Appendix A

Soil Boring Exhibit

Logs of Test Borings

Symbols and Terminology on Test Boring Log

Notice to Report Users Boring Log Information

Unified Soil Classification System (USCS)

1. INTRODUCTION

1.1 Project Location

The site is located along 7th Avenue between Helen Street North and 3rd Street North, and along various roadways to the north and east of Casey Lake Park in North St. Paul, Minnesota. The approximate soil boring locations can be found on the Soil Boring Exhibits in **Appendix A**.

1.2 Project Description

We understand the improvements on 7th Avenue North will include reconstruction of the roadway and potentially installation of new storm sewer. It is also our understanding that the improvements on the residential roadways near Casey Lake Park will include reconstruction of the roadway and installation of new underground utilities including watermain, sanitary sewer, and storm sewer. We understand that the vertical and horizontal alignment of the roadway will remain similar to existing conditions.

WSB has developed recommendations for this project in consideration of the proposed layout, loadings, and configurations as understood at this time. When the design team develops additional information about final design loadings, configuration, or other significant factors, the recommendations presented herein may no longer apply. WSB should be made aware of the revised or additional information in order to evaluate the recommendations for continued applicability.

1.3 Purpose and Project Scope of Services

In order to assist the design team in preparing plans and specifications, we have developed recommendations for pavement section, subgrade improvements, and installation of underground utilities. As such, we have completed a subsurface exploration program and prepared a geotechnical report for the referenced site. This stated purpose was a significant factor in determining the scope and level of service provided. Should the purpose of the report change the report immediately ceases to be valid and use of it without WSB's prior review and written authorization should be at the user's sole risk.

Our authorized scope of work has been limited to:

1. Clearing underground utilities utilizing Gopher State One Call.
2. Mobilization / demobilization of a truck mounted drill rig.
3. Drilling 12 standard penetration borings to 25 foot depths.
4. Drilling 4 standard penetration borings to 10 foot depths.
5. Sealing the borings per Minnesota Department of Health procedures.
6. Perform soil classification and analysis.
7. Review of available project information and geologic data.
8. Providing this geotechnical report containing:
 - a. Summary of our findings.
 - b. Discussion of subsurface soil and groundwater conditions and how they may affect the proposed pavements and underground utilities.
 - c. Estimated R-value of the soils.
 - d. Recommended pavement section.
 - e. A discussion of soils for use as structural fill and site fill.

2. PROCEDURES

2.1 Boring Layout and Soil Sampling Procedures

WSB proposed to complete 16 standard penetration soil borings along the proposed roadway reconstruction areas. WSB recommended the boring depths and selected the desired locations. Our field crew staked the borings by estimating locations from aerial site plans. The approximate boring locations are shown on the Soil Boring Exhibits in **Appendix A** which are aerial photos. Elevations were not obtained for the boring locations.

We completed the borings from July 15 to 17, 2019 with a truck-mounted CME-55 drill rig operated by a two-person crew. The drill crew advanced the borings using continuous hollow stem augers. The drilling information is provided on the boring logs.

Generally, the drill crew sampled the soil in advance of the auger tip at two and one-half (2 ½) foot intervals to a depth of 15 feet and then at five (5) foot intervals thereafter to the termination depth of the borings. The soil samples were obtained using a split-barrel sampler which was driven into the ground during standard penetration tests in accordance with ASTM D 1586, Standard Method of Penetration Test and Split-Barrel Sampling of Soils. The materials encountered were described on field logs and representative samples were containerized, and transported to our laboratory for further observation and testing.

The samples were visually observed to estimate the distribution of grain sizes, plasticity, consistency, moisture condition, color, presence of lenses and seams, and apparent geologic origin. We classified the soils according to type using the Unified Soil Classification System (USCS). A chart describing the USCS is included in **Appendix A**.

2.2 Groundwater Measurements and Borehole Abandonment

The drill crew observed the borings for free groundwater while drilling and after completion of the borings. These observations and measurements are noted on the boring logs. The crew then backfilled the borings to comply with Minnesota Department of Health regulations.

2.3 Boring Log Procedures and Qualifications

The subsurface conditions encountered by the borings are illustrated on the Logs of Test Borings in **Appendix A**. Similar soils were grouped into the strata shown on the boring logs, and the appropriate estimated USCS classification symbols were also added. The depths and thickness of the subsurface strata indicated on the boring logs were estimated from the drilling results.

The transition between materials (horizontal and vertical) is approximate and is usually far more gradual than shown. Information on actual subsurface conditions exists only at the specific locations indicated and is relevant only to the time exploration was performed. Subsurface conditions and groundwater levels at other locations may differ from conditions found at the indicated locations. The nature and extent of these conditions would not become evident until exposed by construction excavation. These stratification lines were used for our analytical purposes and, due to the aforementioned limitations, should not be used as a basis of design or construction cost estimates.

3. EXPLORATION RESULTS

3.1 Site and Geology

The borings were completed through existing bituminous or concrete paved roadways. The bore holes were patched with bituminous cold patch after drilling was completed.

Geologic origins can be difficult to determine solely from boring samples. We referenced online geologic data of the area and used our experience to help determine geologic origin of the soils, however only a detailed geologic exploration would accurately determine the geologic history of the site.

The Ramsey County Geologic Atlas indicates the surficial geology of the area is mostly glacial till and areas of glacial outwash.

The glacial tills along 7th Avenue are characterized as commonly consisting of sands with clay or silt, silty clays, or lean clays with sand. These soils are commonly brown to reddish brown.

The glacial tills along the Casey Lake Park area are characterized as soils ranging from silty sand to clays with sand. These soils are commonly gray but oxidize to brown. In areas the till is banded with other reddish brown sands and tills.

The atlas also indicated that meltwater stream sediments could be encountered near the Casey Lake Park area. These soils typically consist of medium to coarse grained sand with some gravel.

3.2 Subsurface Soil and Groundwater Conditions

The boring profile generally consisted of the pavement section and some fills overlying glacial till deposits.

Pavement Section

The bituminous pavement section for the 4 borings along 7th Avenue ranged from about 5 ½ to 11 inches in thickness and averaged about 7 inches. Borings PB-102 and PB-103 encountered concrete below the bituminous pavement section. This concrete section was about 8 inches in thickness where encountered. The aggregate base section below the bituminous ranged from about 8 to 10 inches and averaged 9 inches.

The bituminous pavement section for the 12 borings near Casey Lake Park ranged from about 2½ to 10½ inches in thickness and averaged about 5 inches. The aggregate base section below the bituminous ranged from about 5 to 24 inches and averaged 14 inches.

Fills

Borings PB-8, PB-9, and PB-12 encountered fill below the pavement section. These fills consisted of lean clays with sand, silty sand, and sands with clay. Fills were encountered to depths of up to 7 ½ feet below grade.

Glacial Till

The glacial tills encountered in the borings ranged from sands with various amounts of gravel, sands with clay or silt, clayey sand, silty sand, lean clay with sand, and lean clays. These soils were mostly brown in color, transitioning to brownish gray or gray at depth in some of the borings.

Table 1 below presents the existing roadway pavement section and subgrade profiles.

Table 1: Roadway Soil Boring Profiles

Boring No.	Bituminous Thickness (inches)	Aggregate Base Thickness (inches)	Subgrade Soils (Upper 4 feet)
PB-1	6 ½	24	Sand with Gravel
PB-2	6 ½	24	Sand with Gravel
PB-3	2 ½	6	Sand with Gravel
PB-4	4	6	Sand
PB-5	3 ½	9	Sand, Lean Clay
PB-6	10 ½	24	Sand with Clay
PB-7	7	24	Sand with Gravel
PB-8	3	5 ½	Fill (Lean Clay)
PB-9	3	10	Fill (Lean Clay with Sand)
PB-10	3	5	Silty Clay with Sand
PB-11	3	10	Lean Clay with Sand
PB-12	6	24	Fill (Sand with Clay)
PB-101	11	10	Sand with Gravel, Clayey Sand
PB-102	5 ½	8 concrete	Sand with Silt and Gravel
PB-103	6	8 concrete	Silt with Clay
PB-104	6	8	Sand

3.3 Strength Characteristics

The penetration resistance N-values of the materials encountered were recorded during drilling and are indicated as blows per foot (BPF). Those values provide an indication of soil strength characteristics and are located on the boring log sheets. Also, visual-manual classification techniques and apparent moisture contents were also utilized to make an engineering judgment of the consistency of the materials.

Table 2 presents a summary of the penetration resistances in the soils for the borings completed and remarks regarding the material strengths of the soils.

Table 2: Penetration Resistances

Soil Type	Classification	Penetration Resistances	Remarks
Fill	Varies	2 to 21 BPF	Variable compaction
Glacial Till (non-cohesive)	SP, SM, SP-SM	5 to 36 BPF Average 16 BPF	Loose to dense Generally medium dense
Glacial Till (cohesive)	CL, SP-SC, SC	2 to 57 BPF Average 14 BPF	Very soft to very hard Generally firm

The preceding is a generalized description of soil conditions at this site. Variations from the generalized profile exist and should be assessed from the boring logs, the normal geologic character of the deposits, and the soils uncovered during site excavation.

3.4 Groundwater Conditions

WSB took groundwater level readings in the exploratory borings, reviewed the data obtained, and discussed its interpretation of the data in the text of the report. Note that groundwater levels may fluctuate due to seasonal variations (e.g. precipitation, snowmelt and rainfall) and/or other factors not evident at the time of measurement. The bore holes were only left open a short period of time, and groundwater levels may not have stabilized.

Table 3 below is a summary of the estimated water levels at our borings.

Table 3: Groundwater Measurements

Boring No.	Estimated Depth to Groundwater	Estimated Depth of Gray Colored Soils
PB-1	ne	ne
PB-2	ne	ne
PB-3	ne	ne
PB-4	ne	ne
PB-5	ne	ne
PB-6	19	ne
PB-7	23	ne
PB-8	ne	ne
PB-9	10	ne
PB-10	19	ne
PB-11	15	ne
PB-12	23	ne
PB-101	ne	ne
PB-102	ne	ne
PB-103	10	ne
PB-104	6	4

ne – indicates ground water was not encountered.

As noted on the boring logs, groundwater was encountered in several borings at depths ranging from 6 to 23 feet below grade. Boring PB-104 also noted gray colored soils. Gray colored soils can be an indication of long term saturation conditions and could show potential groundwater elevations. The shallow groundwater could present an issue to excavations and installation of underground utilities.

It should be noted that groundwater readings are difficult to obtain in cohesive soils such as the clayey soils indicated in several of the boring logs. These soils have a low permeability and take a long period of time to obtain groundwater readings in. If more accurate subsurface water levels are needed, we recommend piezometers be installed to determine the groundwater level over several months.

Monitoring of the groundwater table elevation could occur up to the time of construction. This work was outside our scope of services.

4. ENGINEERING ANALYSIS AND RECOMMENDATIONS

4.1 Discussion

Fills

The fills encountered during the drilling process were likely placed during initial roadway construction or for installation of underground utilities. The fills noted in our borings were free of organic and debris. In our opinion, these fills are suitable to remain in place below the pavement section or for use as backfills in utility trench areas.

Glacial Deposits

Based on the results of our borings, the glacially deposited soils generally appear capable of supporting the roadways and underground utilities.

General

Silt soils are generally poorly suited as pavement subgrade soils due to their high frost susceptibility, difficulty to compact, and sensitivity to moisture changes. Where wet clays or silts are encountered in the subgrade or below the utility invert, a partial excavation and replacement with an engineered fill is recommended.

It is our opinion that groundwater could be encountered by excavations at this site and could affect construction of utilities.

Generally, the soils in the upper 4 feet of the subgrade influence pavement performance the most. The soils within the pavement subgrade varied from sands to silts to clays. Clays and silts are frost susceptible soils. Consideration should be given to partially subcutting these soils and replacing with a non-frost susceptible granular fill to reduce the potential frost heave below the pavement section.

4.2 Backfill and Fill Selection and Compaction

The on-site non-organic soils may be reused as backfill and fill provided they are moisture conditioned and can be compacted to their specified densities. Wet soils that are excavated would need to be dried before reuse as an engineered fill. We recommend use of a minimum of 2 feet of clean coarse sand with less than 50 percent passing the #40 sieve and less than 5 percent passing the #200 sieve when backfilling the bottom of a wet excavation.

Silt soils are generally difficult to place and compact, and are poorly suited for reuse below the pavement areas. Ideally these soils would be removed and replaced with clay or granular fills. If the silt soils are reused as fill, the contractor can expect that they will require moisture conditioning and should not allow construction traffic directly upon silt soils. Silts should be placed a minimum of 3 feet below the bottom of the aggregate base layer.

Backfills with cobbles larger than six inches (6") should not be placed within 3 feet of grading grade or in contact with utilities. We recommend that clayey or silty soils be moisture conditioned to within +/-2 percent of the optimum moisture content as determined from their standard Proctor tests (ASTM D-698). Fill should be spread in lifts of 8 to 12 inches, depending on the size and type of compaction equipment used.

Table 4 provides the recommended compaction levels.

Table 4: Recommended Level of Compaction for Backfill and Fill

Area	Percent of Standard Proctor Maximum Dry Density
Pavement: Within 3 feet of bottom of aggregate base Within 3 foot radius of vertical utility structure	100
Pavement: Greater than 3 feet below aggregate base	95
Utility Trench	95
Landscaping (non-structural)	90

4.3 Pavement Subgrade Preparation and Stability

If any organics or unsuitable soils are encountered within the pavement subgrade they should be subcut and replaced with an engineered fill.

The soils at the bottom of the excavation should be prepared in accordance with MnDOT Specification 2112, Subgrade Preparation. If the subgrade preparation operations encounter unstable soils, we recommend removing these unsuitable materials and replacing them with Select Grading Material (MnDOT 2015.1.A.6). If the on-site soils cannot be moisture conditioned and compacted as recommended, additional measures, such as placement of additional sand subbase or a section of coarse breaker run aggregate, can be completed to provide a firm base for subsequent fill placement.

Before placement of the sand subbase, the final subgrade should have proper stability within three vertical feet of grading grade (grade which contacts the bottom of the aggregate base). This will generally be achieved in fill areas with proper compaction of embankment materials and in cut areas through proper subgrade preparation. The stability of the pavement subgrade should be evaluated prior to placement of the sand subbase using the test roll procedure (MnDOT 2111), except a fully loaded tandem axle dump truck or a full water truck should be utilized for the proof roll. If unstable soils are found under the test roll, these soils should be improved by means of scarification, moisture conditioning, and re-compaction, or by subcutting and replacement.

4.4 Pavement Area

Once the site has been prepared as recommended, we anticipate the prepared subgrade soils will consist mostly of sands with various amounts of gravel, sands with clay or silt, lean clays with sand, and lean clays.

Based on the MnDOT Flexible Pavement Guide from 2017, the R-values of the subgrade soils would range between 10 and 70. We used a design R-value of 15 for the roadway.

Information available from the Minnesota Department of Transportation via the online Traffic Mapping Application indicates that Annual Average Daily Traffic (AADT) for 7th Avenue East was at 4,300 in 2017. No traffic data was available for the residential roadways near Casey Lake Park. Our design is based on a standard twenty (20) year design life of the pavement section.

Based on the estimated traffic ADT we used the MinniESAL traffic forecast program to calculate the roadway traffic along 7th Avenue to be approximately 586,000 Equivalent Single Axle Loads (ESAL's) for roadway design. This is based on an Urban vehicle classification on a 2-lane road. We estimated that traffic volumes would increase at an average rate of 3%. Our MinniESAL forecasting was based on a 10-ton road design.

As no traffic data was available, we estimated the residential roadways near Casey Lake Park would have 20 year ESAL's of less than 50,000.

Based on MnDOT's FlexPave excel design utilizing granular equivalent charts, we recommend the pavement section indicated below in Table 5 for 7th Avenue North, and in Table 6 for the residential roadways.

**Table 5: 7th Avenue
Recommended Flexible Pavement Section**

Section	Thickness (inches)	Granular Equivalent
Bituminous Course, MnDOT 2360 SPWEB340C	2	4.5
Bituminous Course, MnDOT 2360 SPWEB340C	4	9
Aggregate Base, MnDOT 3138 (Class 5, 5Q, or 6)	12	12
Subgrade Preparation, MnDOT 2122	Yes	-
TOTAL	-	25.5

**Table 6: Residential Roadways (near Casey Lake Park)
Recommended Flexible Pavement Section**

Section	Thickness (inches)	Granular Equivalent
Bituminous Course, MnDOT 2360 SPWEB340C	2	4.5
Bituminous Course, MnDOT 2360 SPWEB340C	2	4.5
Aggregate Base, MnDOT 3138 (Class 5, 5Q, or 6)	8	8
Subgrade Preparation, MnDOT 2122	Yes	-
TOTAL	-	17

We recommend limiting Recycled Asphalt Pavement (RAP) within the upper wear course to a maximum of 10 percent in order to minimize cracking. We have assumed a traffic level of 3 in our design to provide resistance to rutting.

Aggregate base placement for pavement support should meet the gradation and quality requirements for Class 5, 5Q, or 6 per MnDOT specification 3138. Aggregate base material should be compacted to 100 percent of its standard Proctor maximum dry density.

Within several years after initial paving, some thermal shrinkage cracks will develop. We recommend routine maintenance be performed to improve pavement performance and increase pavement life. Pavement should be sealed with a liquid bitumen sealer to retard water intrusion into the base course and subgrade. Localized patch failures may also develop where trucks or buses turn on the pavement. When these occur, they should be cut out and patch repaired.

The pavement sections above provide options to meet the ESAL requirements. Other pavement design options would be acceptable as well as long as they meet the minimum requirements for bituminous thickness, aggregate base thickness, and can meet the ESAL requirements.

4.5 Optional Frost Free Pavement Design

Optionally, the use of a non-frost susceptible sand cushion will help reduce the effects of frost heave. In our opinion, placement of 12 inches of select granular fill below the Class 5 Aggregate Base should generally provide for a non-frost susceptible subgrade. It should be noted that any sand cushion placed below the pavement section will provide positive benefits for reduced potential frost heave. The owner and/or design team should evaluate the costs and benefit of this option to determine if it should be incorporated into the pavement design.

Drainage of the sand cushion is recommended. Drainage of the sand cushion may be accomplished by daylighting to adjacent ditches or the use of drain tile. Drain tile wrapped in a sock should be placed at the base of the sand cushion and tied into catch basins. We recommend the sand cushion contain a select granular sand with less than 12% passing the #200 sieve. Alternately, a 3 inch minus rock fill could be placed instead of a select granular sand and drain tile.

For transitioning the thickness of the sand subbase along the profile of the roadway, we recommend the thickness have a longitudinal taper of no steeper than 10H:1V. A taper of 4H:1V can be used perpendicular to the centerline for cross street/driveway connections. The placement of the sand subbase should extend slightly beyond the outer edge of the curbs to maintain subgrade uniformity for frost movement.

4.6 Utilities

Invert elevations for the underground utilities are anticipated to be within 15 feet of existing grades. Based on the borings, the subgrade soils for the utilities will consist chiefly of sands, sands with silt or clay, and lean clays. Where wet clays are noted below the utility invert we recommend a subcut of 2 feet and placement of a granular fill.

MnDOT Specification 3149.2F Granular Bedding should be placed to at least the crown of the pipe. Trench backfill above this point may consist of the non-organic excavated soils once moisture conditioned as recommended.

Underground utilities are expected to be installed by backhoes completing the excavations and placing fills. Soil compactors should be used to compact the fill in even lifts to the specified densities.

4.7 Dewatering

Groundwater and wet/saturated soils were encountered in several of the borings at shallow depths. Groundwater could enter the excavations planned at these sites. Dewatering can likely be accomplished with sumps and pumps placed at low points in the utility trenches. In sandy soils, sand point wells may be required to dewater before excavations begin.

4.8 Construction Considerations

Good surface drainage should be maintained throughout the work so that the site is not vulnerable to ponding during or after a rainfall. If water enters the excavations, it should be promptly removed prior to further construction activities. Under no circumstances should fill be placed into standing water.

Soil corrections at this site for pavement subgrades may not be continuous. We recommend tapering the fills back to native soils at a ten to one (10:1) slope.

It is important to review the fill limits and total depths when filling the excavation. The location of the curb and gutter should allow for at least a one to one (1:1) slope from the bottom of the outside edge of the curb to the outside limits of the engineered fill. It is important to check this at the time of construction that during filling, unsuitable soils do not encroach within the one to one (1:1) slope limits and extending downward and outward.

4.9 Construction Safety

All excavations should comply with the requirements of OSHA 29 CFR, Part 1926, Subpart P "Excavations and Trenches". This document states that excavation safety is the responsibility of the contractor. Reference to this OSHA requirement should be included in the job specifications.

The responsibility to provide safe working conditions on this site, for earthwork, building construction, or any associated operations is solely that of the contractor. This responsibility is not borne in any manner by WSB.

4.10 Cold Weather Construction

It is our understanding that construction is unlikely to occur during the winter months. However, if the construction does continue into the winter months we recommend the following guidelines.

Roadbed embankments should not be constructed during periods when the embankment material freezes while being placed and compacted, nor should embankment material be placed on soil that is frozen to a depth greater than 4 inches. When the soils are frozen to a depth exceeding 4 inches, at a time when weather conditions are such that embankment construction could be continued without the material freezing as it is being placed and compacted, the contractor may be permitted to excavate the frozen soil and proceed with the embankment construction for so long as the weather will permit. The frozen soils should be pulverized or replaced with other suitable soils to construct the embankments as specified. Only unfrozen fill should be used.

4.11 Field Observation and Testing

The soil conditions illustrated on the Logs of Test Borings in **Appendix A** are indicative of the conditions only at the boring locations.

WSB recommend a representative number of field density tests be taken in engineered fill and backfill placed to aid in judging its suitability. Fill placement and compaction should be monitored and tested to determine that the resulting fill and backfill conforms to specified density, strength or compressibility requirements. We recommend at least one compaction test for every 1,000 cubic yards of fill, and one compaction test for every 150 feet of utility trench at a vertical interval of two (2) feet. Prior to use, proposed fill and backfill material should be submitted to the WSB laboratory for testing to verify compliance with recommendations and project specifications.

Dynamic Cone Penetrometer (DCP) tests can be completed in the aggregate base in lieu of density testing. We recommend following MnDOT Specification 2211.3.D.2.c.

WSB would be pleased to provide the advised field observation, monitoring and testing services during construction.

4.12 Plan Review and Remarks

The observations, recommendations and conclusions described in this report are based primarily on information provided to WSB, obtained from our subsurface exploration, our experience, several assumptions and the scopes of service developed for this project and are for the sole use of our client. We recommend that WSB be retained to perform a review of final design drawing and specifications to evaluate that the geotechnical engineering report has not been misinterpreted. Should there be changes in the design related to this project or if there are uncertainties in the report we should be notified. We would be pleased to review project changes and modify the recommendations in this report or provide clarification in writing.

The entire report should be kept together; for example, boring logs should not be removed and placed in the specifications separately.

The boring logs and related information included in this report are indicators of the subsurface conditions only at the specific locations indicated on the Soil Boring Exhibit and times noted on the Logs of Test Boring sheets in **Appendix A**. The subsurface conditions, including groundwater levels, at other locations on the site may differ significantly from conditions that existed at the time of sampling and at the boring locations.

The test borings were completed by WSB solely to obtain indications of subsurface conditions as part of a geotechnical exploration program. No services were performed to evaluate subsurface environmental conditions.

WSB has not performed observations, investigations, explorations, studies or testing that are not specifically listed in the scope of service. WSB should not be liable for failing to discover any condition whose discovery required the performance of services not authorized by the Agreement.

5. STANDARD OF CARE

The recommendations and opinions contained in this report are based on our professional judgment. The soil testing and geotechnical engineering services performed for this project have been performed with the level of skill and diligence ordinarily exercised by reputable members of the same profession under similar circumstances, at the same time and in the same or a similar locale. No warranty, either expressed or implied, is made.

APPENDIX A

Soil Borings Exhibit
Logs of Test Borings
Symbols and Terminology on Test Boring Log
Notice to Report Users Boring Log Information
Unified Soil Classification Sheet (USCS)



Soil Boring Exhibit - A

2020 Street Improvement
North St. Paul, MN
WSB Project #014391-000



0 350
Feet
1 inch = 350 feet





Soil Boring Exhibit - B

2020 Street Improvement
North St. Paul, MN
WSB Project #014391-000



0 400
Feet
1 inch = 400 feet



LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-1

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	14	28
1	6 1/2" BITUMINOUS 24" BASE: Sand with Gravel, brown		Pavement Section			HSA	1						
2													
3	SAND WITH GRAVEL, fine grained, brown, moist, loose to medium dense	SP	Glacial Till			SB	2	9					
4						HSA							
5						SB	3	19					
6						HSA							
7	- lenses of Clayey Sand from 7-9 feet								8				
8						SB	4	23					
9						HSA							
10						SB	5	24					
11						HSA							
12						SB	6	22					
13						HSA							
14						SB	7	18					
15													
16						HSA							
17													
18	SAND WITH GRAVEL, fine to medium grained, brown, moist to wet, medium dense	SP											
19													
20						SB	8	24					
21													
22	SAND, fine grained, brown, wet, medium dense	SP				HSA							
23													
24						SB	9	18					

End of Boring 24.5 ft.

WATER LEVEL MEASUREMENTS

START: 7/15/2019

END: 7/15/2019

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/15/2019	2:00 pm	24.5	23	14	None		3 1/4" HSA 0' - 23'	R. Kurth	MWO
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-2

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
						TYPE	No.				0	30.5	61																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
1	6 1/2" BITUMINOUS 24" BASE: Sand with Gravel, dark brown		Pavement Section			HSA	1																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										

End of Boring 24.5 ft.

WATER LEVEL MEASUREMENTS

START: 7/15/2019

END: 7/15/2019

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/15/2019	2:50 pm	24.5	23	11	None		3 1/4" HSA 0' - 23'	R. Kurth	MWO
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-3

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot	
						TYPE	No.				0	31
1	2 1/2" BITUMINOUS 6" BASE: Sand with Gravel, dark brown SAND WITH GRAVEL, fine grained, brown, moist, loose to medium dense	SP	Pavement Section			HSA	1					
2	- lenses of Clay from 2 to 3 ft		Glacial Till			SB	2	8				
3						HSA						
4						SB	3	14				
5						HSA						
6						SB	4	14				
7						HSA						
8						SB	5	12				
9						HSA						
10						SB	6	16				
11						HSA						
12						SB	7	16				
13						HSA						
14						SB	8	26				
15	- fine to medium grained from 15 to 16 ft					HSA						
16						SB	9	27				
17						HSA						
18						SB						
19						HSA						
20						SB						
21						HSA						
22						SB						
23						HSA						
24	- layer of Lean Clay from 23 1/2 to 24 ft					SB						

End of Boring 24.5 ft.

WATER LEVEL MEASUREMENTS

START: 7/15/2019

END: 7/15/2019

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/15/2019	3:50 pm	24.5	23	12	None		3 1/4" HSA 0' - 23'	R. Kurth	MWO
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-4

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														
						TYPE	No.				0	14	28																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
	4" BITUMINOUS 6" BASE: Sand with Gravel, dark brown		Pavement Section			HSA	1																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		

End of Boring 24.5 ft.

WATER LEVEL MEASUREMENTS

START: 7/16/2019

END: 7/16/2019

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/16/2019	10:20 am	24.5	23	15	None		3 1/4" HSA 0' - 23'	R. Kurth	MWO
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-5

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot
						TYPE	No.				
1	3 1/2" BITUMINOUS 9" BASE: Sand with Gravel and with Silt, dark brown		Pavement Section			HSA	1				
2	SAND, fine grained, brown, moist, medium dense, lenses of Clay	SP	Glacial Till			SB	2	19			
3											
4	LEAN CLAY, brown, moist, firm to soft	CL				HSA					
5						SB	3	13			
6											
7						HSA			26		
8						SB	4	5			
9						HSA					
10	CLAYEY SAND, brown, wet, firm	SC				SB	5	10			
11						HSA					
12						SB	6	12			
13						HSA					
14											
15	SAND WITH GRAVEL, fine to medium grained, brown, moist, dense	SP				SB	7	36			
16	LEAN CLAY WITH SAND, brown, moist, hard	CL									
17						HSA					
18											
19									15		
20						SB	8	19			
21											
22	SILTY SAND WITH A LITTLE GRAVEL, brown, moist, medium dense	SM				HSA					
23											
24						SB	9	28			

End of Boring 24.5 ft.

WATER LEVEL MEASUREMENTS

START: 7/16/2019

END: 7/16/2019

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/16/2019	11:15 am	24.5	23	18	None		3 1/4" HSA 0' - 23'	R. Kurth	MWO
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-6

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot
						TYPE	No.				
1	10 1/2" BITUMINOUS 24" BASE: Clayey Sand, brown		Pavement Section			HSA	1				
2											
3	SAND WITH CLAY AND A LITTLE GRAVEL, brown, moist, soft	SP-SC	Glacial Till			SB	2	6			6
4						HSA					
5						SB	3	5			5
6						HSA			11		
7											
8	SANDY CLAY, brown, wet, hard	CL				SB	4	20			20
9						HSA					
10	SAND, fine grained, brown, moist, medium dense	SP				SB	5	14			14
11						HSA					
12											
13						SB	6	14			14
14						HSA					
15	SAND WITH GRAVEL, fine to medium grained, brown, wet, medium dense	SP				SB	7	20			20
16											
17						HSA					
18	SILTY SAND, fine grained, brown, wet to water bearing, medium dense	SM									
19						SB	8	13			13
20						HSA					
21											
22						HSA					
23	SILTY CLAY, brown, saturated, hard	CL				SB	9	18	21		18
24											

End of Boring 24.5 ft.

WATER LEVEL MEASUREMENTS

START: 7/16/2019

END: 7/16/2019

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/16/2019	12:55 pm	24.5	23	12	19.0		3 1/4" HSA 0' - 23'	R. Kurth	MWO
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-7

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot	
						TYPE	No.				0	22
1	7" BITUMINOUS 24" BASE: Sand with Gravel, brown		Pavement Section			HSA	1					
2												
3						SB	2	11				
4	SAND WITH GRAVEL, fine grained, brown, moist, medium dense to loose	SP	Glacial Till			HSA						
5												
6						SB	3	8				
7						HSA						
8	SAND WITH GRAVEL, fine grained, brown, moist, medium dense	SP				SB	4	13				
9						HSA						
10	SAND, fine grained, brown, moist, medium dense	SP				SB	5	18				
11						HSA						
12												
13						SB	6	13				
14						HSA						
15	SAND WITH CLAY AND A LITTLE GRAVEL, brown, moist to wet to water bearing, medium dense to loose	SP-SC				SB	7	14	12			
16												
17						HSA						
18												
19												
20						SB	8	14				
21												
22						HSA						
23												
24						SB	9	8	20			

End of Boring 24.5 ft.

WATER LEVEL MEASUREMENTS

START: 7/16/2019

END: 7/16/2019

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/16/2019	12:10 pm	24.5	23	18	23.0		3 1/4" HSA 0' - 23'	R. Kurth	MWO
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-8

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot
						TYPE	No.				
1	3" BITUMINOUS 5 1/2" BASE: Sand with Clay and Gravel, dark brown FILL, Lean Clay with Sand and Silty Sand, brown and dark brown		Pavement Section Fill			HSA	1				
2						SB	2	4			
3						HSA			14		
4						SB	3	2			
5						HSA					
6						SB	4	15			
7						HSA					
8	SILTY SAND WITH CLAY, fine grained, brown, moist, medium dense	SM	Glacial Till			SB	5	22			
9						HSA					
10						SB	6	16			
11						HSA					
12						SB	7	17			
13						HSA					
14						SB	8	16			
15						HSA					
16						SB	9	12	11		
17						HSA					
18	SANDY LEAN CLAY, brown, moist, firm	CL				SB					
19						HSA					

End of Boring 24.5 ft.

WATER LEVEL MEASUREMENTS							START: 7/16/2019		END: 7/16/2019	
DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:		Logged By:
7/16/2019	1:00 pm	24.5	23	17	None			R. Kurth		MWO
								Notes:		

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-9

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	14	28
1	3" BITUMINOUS 10" BASE: Sand with Clay and Gravel, dark brown		Pavement Section			HSA	1						
2	FILL, Lean Clay with Sand, brown with gray and dark brown, wet		Fill			SB	2	9		11			
3						HSA							
4						SB	3	19					
5	SAND WITH SILT AND GRAVEL, fine grained, brown, wet, medium dense	SP-SM	Glacial Till			HSA				12			
6						SB	4	23					
7	LEAN CLAY WITH SAND, brown, moist, firm	CL				HSA							
8						SB	5	24					
9						HSA							
10	SAND WITH CLAY, brown, wet, medium dense	SP-SC				SB	6	22					
11						HSA							
12						SB	7	18					
13						HSA							
14						SB	8	24					
15						HSA							
16						SB	9	18					
17						HSA							
18	SAND, fine grained, brown, water bearing, loose	SP				SB							
19						HSA							
20						SB							
21						HSA							
22						SB							
23						HSA							
24						SB							

End of Boring 24.5 ft.

WATER LEVEL MEASUREMENTS

START: 7/16/2019

END: 7/16/2019

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/16/2019	10:00 am	24.5	23	13	10.0		3 1/4" HSA 0' - 23'	R. Kurth	MWO
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-10

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot						
						TYPE	No.				0	8	16				
1	3" BITUMINOUS 5" BASE: Sand with Gravel, dark brown	CL	Pavement Section Glacial Till			HSA	1										
2	SILTY CLAY WITH SAND, gray to brown, moist, very soft to soft									SB	2	4					
3										HSA							
4										SB	3	7					
5						HSA											
6										SB	4	9					
7										HSA							
8										SB	5	11					
9	SILTY SAND, brown, moist, medium dense	SM				HSA				14							
10									SB	6	8						
11	CLAYEY SAND WITH GRAVEL, reddish brown, wet, loose to medium dense	SC				HSA											
12										SB	7	12					
13										HSA				13			
14										SB	8	11					
15						HSA											
16										SB	9	12					
17										HSA							
18										SB	10	13					
19						HSA											
20										SB	11	14					
21										HSA							
22										SB	12	15					
23	CLAYEY SAND, medium to coarse grained, brown, saturated, medium dense	SC				HSA											
24									SB	13	16						

End of Boring 24.5 ft.

WATER LEVEL MEASUREMENTS

START: 7/16/2019

END: 7/16/2019

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/16/2019	1:50 pm	24.5	23	13	19.0		3 1/4" HSA 0' - 23'	R. Kurth	MWO
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-11

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot	
						TYPE	No.				0	22
1	3" BITUMINOUS 10" BASE: Sand with Gravel, dark brown		Pavement Section			HSA	1					
2	LEAN CLAY WITH SAND, brown, moist, firm	CL	Glacial Till			SB	2	13				
3						HSA						
4						SB	3	12				
5	SAND WITH CLAY, fine grained, brown, moist, medium dense	SC				HSA						
6						SB	4	18				
7						HSA						
8						SB	5	12				
9						HSA						
10						SB	6	14				
11	SAND, fine grained, brown, wet to water bearing, medium dense	SP				HSA						
12						SB	7	14				
13						HSA						
14						SB	8	11				
15						HSA						
16						SB	9	8				
17						HSA						
18						SB						
19						HSA						
20						SB						
21						HSA						
22						SB						
23						HSA						
24						SB						

End of Boring 24.5 ft.

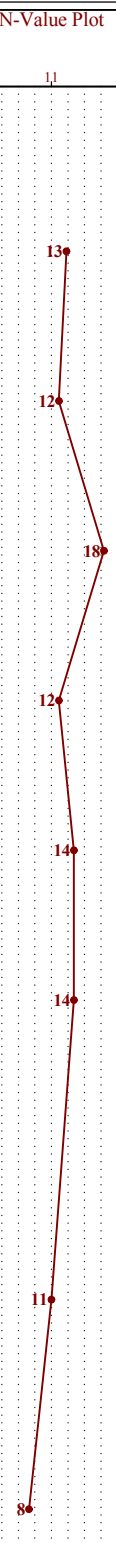
WATER LEVEL MEASUREMENTS

START: 7/17/2019

END: 7/17/2019

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/17/2019	10:20 am	24.5	23	10	15.0		3 1/4" HSA 0' - 23'	R. Kurth	MWO

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ



LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-12

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	12.5	25
1	6" BITUMINOUS 24" BASE: Sand with Gravel, dark brown		Pavement Section			HSA	1						
2													
3	FILL, Sand with Clay and Gravel, dark brown, moist		Fill			SB	2	13					
4						HSA							
5						SB	3	21					
6	SAND WITH CLAY, brown, moist, very soft to soft	SC	Glacial Till			HSA			10				
7						SB	4	4					
8						HSA							
9						SB	5	7					
10						HSA			6				
11						SB	6	9					
12	SAND, fine grained, brown, moist, loose to medium dense	SP				HSA							
13						SB	7	13					
14						HSA							
15						SB	8	16					
16						HSA							
17						SB	9	9					
18	SAND WITH GRAVEL, fine to medium grained, brown, moist to wet to water bearing, medium dense to loose	SP				HSA							
19													
20													
21													
22													
23													
24													

End of Boring 24.5 ft.

WATER LEVEL MEASUREMENTS

START: 7/17/2019

END: 7/17/2019

DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:	Logged By:
7/17/2019	10:30 am	24.5	23	16	23.0		3 1/4" HSA 0' - 23'	R. Kurth	MWO
								Notes:	

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-101

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	13	26
1	11" BITUMINOUS 10" BASE: Sand with Gravel, dark brown		Pavement Section			HSA	1						
2	SAND WITH GRAVEL, fine grained, brown, moist, loose	SP	Glacial Till			SB	2	10					
3													
4	CLAYEY SAND, brown, wet, loose	SC				HSA			10				
5						SB	3	10					
6													
7	LEAN CLAY WITH SAND, brown, wet, hard	CL				HSA			12				
8						SB	4	20					
9						HSA							
10	SAND WITH A LITTLE GRAVEL, fine grained, brown, medium dense	SP				SB	5	22					
11	End of Boring 11.0 ft.												

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

WATER LEVEL MEASUREMENTS							START: 7/15/2019		END: 7/15/2019	
DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:		Logged By:
7/15/2019	10:15 am	11	9.5	5	None			R. Kurth		MWO
							3 1/4" HSA 0' - 9.5'	Notes:		

LOG OF TEST BORING



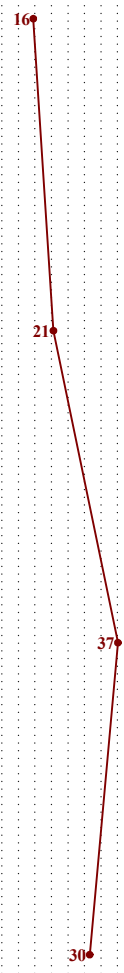
PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-102

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	20.5	41
1	5 1/2" BITUMINOUS 8" CONCRETE		Pavement Section			HSA	1						
2	SAND WITH SILT AND GRAVEL, fine grained, brown, moist, medium dense to dense	SP	Glacial Till			SB	2	16					
3						HSA							
4						SB	3	21					
5						HSA							
6						SB	4	37					
7						HSA							
8						SB	5	30					
9						HSA							
10						SB							
11	End of Boring 11.0 ft.												



GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT, NORTH ST. PAUL MN.GPJ

WATER LEVEL MEASUREMENTS							START: 7/15/2019		END: 7/15/2019	
DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:		Logged By:
7/15/2019	11:27 am	11	9.5	7	None			R. Kurth		MWO
							3 1/4" HSA 0' - 9.5'	Notes:		

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-103

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
						TYPE	No.				0	15.5	31																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
1	6" BITUMINOUS 8" CONCRETE		Pavement Section			HSA	1																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT - NORTH ST. PAUL MN.GPJ

WATER LEVEL MEASUREMENTS							START: 7/15/2019		END: 7/15/2019	
DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:		Logged By:
7/15/2019	12:03 pm	11	9.5	6	10.0			R. Kurth		MWO
								Notes:		

LOG OF TEST BORING



PROJECT NAME: 2020 Street Improvement
CLIENT/WSB #: 014391-000

PROJECT LOCATION: North St Paul, MN

BORING NUMBER PB-104

PAGE 1 OF 1

DEPTH (ft)	DESCRIPTION OF MATERIAL	USCS	GEOLOGIC ORIGIN	WL	Drilling Operation	SAMPLE		N	MC %	% Fines	N-Value Plot		
						TYPE	No.				0	6	12
1	6" BITUMINOUS 8" BASE: Sand with Gravel and Concrete, dark brown		Pavement Section			HSA	1						
2	SAND, fine grained, brown, moist, loose	SP	Glacial Till			SB	2	8					
3													
4	SILTY CLAY, brown to gray, wet, soft to very soft	CL				HSA			19				
5						SB	3	5					
6													
7						HSA			28				
8						SB	4	2					
9						HSA							
10						SB	5	3					
11	End of Boring 11.0 ft.												

GEOTECHNICAL N-VALUE PLOT - WSB GDT - 8/12/19 08:52 - K:\014391-000\GEOTECH-CMT\GEOTECH\2020 STREET IMPROVEMENT, NORTH ST. PAUL MN.GPJ

WATER LEVEL MEASUREMENTS							START: 7/15/2019		END: 7/15/2019	
DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	WATER DEPTH	WATER ELEVATION	METHOD	Crew Chief:		Logged By:
								R. Kurth		MWO
7/15/2019	12:46 pm	11	9.5	6	6.0		3 1/4" HSA 0' - 9.5'	Notes:		

SYMBOLS AND TERMINOLOGY ON TEST BORING LOG



SYMBOLS			
Drilling and Sampling		Laboratory Testing	
Symbol	Description	Symbol	Description
HSA	3 1/4" LD. Hollow Stem Auger	MC	Moisture content, % (ASTM D2216)
FA	Flight Auger	DD	Dry Density, pcf
HA	Hand Auger	LL	Liquid Limit (ASTM D4318)
RC	Size A, B, or N rotary casing	PL	Plastic Limit (ASTM D4318)
CS	Continuous split barrel sampling		
DM	Drilling Mud		- Inserts in last column
JW	Jetting Water		
SB	2" O.D. split barrel sampling	Qu	Unconfined compressive strength, psf (ASTM D2166)
_L	2 1/2" or 3 1/2" OD split barrel liner sampler	Pq	Penetrometer Reading, tsf (ASTM D1558)
_T	2" or 3" thin walled tube sample	Ts	Torvane Reading, ts
W	Wash sample	G	Specific Gravity (ASTM D854)
B	Bag sample	SL	Shrinkage limits (ASTM D427)
P	Test Pit sample	OC	Organic Content (ASTM D2974)
_Q	BQ, NQ, or PQ wire line system	SP	Swell Pressure, tsf (ASTM D4546)
_X	AX, BX, or NX double tube barrel	PS	Percent swell under pressure (ASTM D4546)
N	Standard penetration test, blow per foot	FS	Free swell, % (ASTM D4546)
CR	Core recovery, percent	SS	Shrink swell, % (ASTM D4546)
WL	Water level	pH	
n/a	no measurement recorded	SC	Sulfate content, parts/million or mg/l
		CC	Chloride content, parts/million or mg/l
		C	One dimensional consolidation (ASTM D2435)
		Qc	Triaxial compression (ASTM D2850 and D4767)
		DS	Direct Shear (ASTM D3080)
		K	Coefficient of permeability, cm/sec (ASTM D2434)
		P	Pinhole Test (ASTM D4647)
		DH	Double hydrometer (ASTM D4221)
		MA	Particle size analysis (ASTM D422)
		R	Laboratory electrical resistivity, ohm-cm (ASTM G57)
		VS	Field vane shear (ASTM D2573)
		RQD	Rock quality designation, percent
		IR	Infiltration Test (ASTM D3385)

TERMINOLOGY							
Particle Sizes				Soil Layering and Moisture			
Type	Size Range	Term	Visual Observation				
Boulders	> 12"	Lenses	Small pockets of different soils				
Cobbles	3" - 12"	Lamination	< 1/4" thick stratum				
Coarse gravel	3/4" - 3"	Layer	1/4" - 12" thick stratum				
Fine gravel	#4 sieve - 3/4"	Stratified	Altering lenses of varying materials or colors				
Coarse sand	#4 sieve - #10 sieve	Varved	Altering laminations of clay, silt, fine sand, or colors				
Medium sand	#10 sieve - #40 sieve	Dry	Powdery, no noticeable water				
Fine sand	#40 sieve - #200 sieve	Moist	Damp, below saturation				
Silt	100% passing #200 sieve, and > 0.002mm	Wet	MC above plastic limit				
Clay	100% passing #200 sieve, and < 0.002mm	Waterbearing	Pervious soil below water table				
		Saturated	Cohesive soil with MC above liquid limit				
Gravel Content				Standard Penetration Resistance (N-value)			
Coarse-Grained Soils		Fine-Grained Soils		Cohesionless Soils		Cohesive Soils	
% Gravel	Description	% Gravel	Description	N-Value	Relative Density	N-Value	Consistency
2 - 15	A little gravel	2 - 5	Trace of gravel	0 - 4	Very loose	0 - 4	Very soft
16 - 30	With gravel	5 - 15	a little gravel	5 - 10	Loose	5 - 8	Soft
31 - 49	Gravelly	16 - 30	with gravel	11 - 30	Medium dense	9 - 15	Firm
		31 - 49	Gravelly	31 - 50	Dense	16 - 30	Hard
				>50	Very dense	>30	Very hard

NOTICE TO REPORT USERS BORING LOG INFORMATION



Subsurface Profiles

The subsurface stratification lines on the graphic representation of the test borings show an approximate boundary between soil types or rock. The transition between materials is approximate and is usually far more gradual than shown. Estimating excavation depths, soil volumes, and other computations relying on the subsurface strata may not be possible to any degree of accuracy.

Water Level

WSB & Associates, Inc. took groundwater level readings in the exploratory borings, reviewed the data obtained, and discussed its interpretation of the data in the text of this report. The groundwater level may fluctuate due to seasonal variations caused by precipitation, snowmelt, rainfalls, construction or remediation activities, and/or other factors not evident at the time of measurement.

The actual determination of the subsurface water level is an interpretive process. Subsurface water level may not be accurately depicted by the levels indicated on the boring logs. Normally, a subsurface exploration obtains general information regarding subsurface features for design purposes. An accurate determination of subsurface water levels is not possible with a typical scope of work. The use of the subsurface water level information provided for estimating purposes or other site review can present a moderate to high risk of error.

The following information is obtained in the field and noted under "Water Level Measurements" at the bottom of the log.

Sample Depth:	The lowest depth of soil sampling at the time a water level measurement is taken.
Casing Depth:	The depth to the bottom of the casing or hollow stem auger at the time of water level measurement.
Cave-in Depth:	The depth at which a measuring tape stops in the bore hole.
Water Level:	The point in the bore hole at which free-standing water is encountered by a measure device from the surface.

Obstruction Depths

Obstructions and/or obstruction depths may be noted on the boring logs. Obstruction indicates the sampling equipment encountered resistance to penetration. It must be realized that continuation of drilling, the use of other drilling equipment or further exploration may provide information other than that depicted on the logs. The correlation of obstruction depths on the log with construction features such as rock excavation, foundation depths, or buried debris cannot normally be determined with any degree of accuracy. For example, penetration of weathered rock by soil sampling equipment may not correlate with removal by certain types of construction equipment. Using this information for estimating purposes often results in a high degree of misinterpretation.

Accurately identifying the obstruction or estimating depths where hard rock is present over the site requires a scope of service beyond the normal geotechnical exploration program. The risk of using the information noted on the boring logs for estimating purposes must be understood.



UNIFIED SOIL CLASSIFICATION SYSTEM

UNIFIED SOIL CLASSIFICATION AND SYMBOL CHART

COARSE-GRAINED SOILS (more than 50% of material is larger than No. 200 sieve size.)		
Clean Gravels (Less than 5% fines)		
GRAVELS More than 50% of coarse fraction larger than No. 4 sieve size	GW	Well-graded gravels, gravel-sand mixtures, little or no fines
	GP	Poorly-graded gravels, gravel-sand mixtures, little or no fines
	Gravels with fines (More than 12% fines)	
	GM	Silty gravels, gravel-sand-silt mixtures
	GC	Clayey gravels, gravel-sand-clay mixtures
Clean Sands (Less than 5% fines)		
SANDS 50% or more of coarse fraction smaller than No. 4 sieve size	SW	Well-graded sands, gravelly sands, little or no fines
	SP	Poorly graded sands, gravelly sands, little or no fines
	Sands with fines (More than 12% fines)	
	SM	Silty sands, sand-silt mixtures
	SC	Clayey sands, sand-clay mixtures
FINE-GRAINED SOILS (50% or more of material is smaller than No. 200 sieve size.)		
SILTS AND CLAYS Liquid limit less than 50%	ML	Inorganic silts and very fine sands, rock flour, silty of clayey fine sands or clayey silts with slight plasticity
	CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays
	OL	Organic silts and organic silty clays of low plasticity
SILTS AND CLAYS Liquid limit 50% or greater	MH	Inorganic silts, micaceous or diatomaceous fine sandy or silty soils, elastic silts
	CH	Inorganic clays of high plasticity, fat clays
	OH	Organic clays of medium to high plasticity, organic silts
HIGHLY ORGANIC SOILS	PT	Peat and other highly organic soils

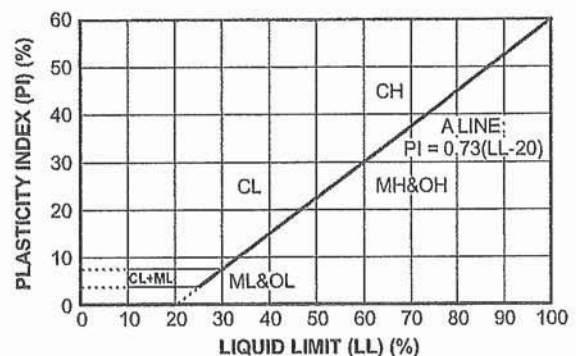
LABORATORY CLASSIFICATION CRITERIA

GW	$C_u = \frac{D_{60}}{D_{10}}$ greater than 4; $C_c = \frac{D_{30}}{D_{10} \times D_{60}}$ between 1 and 3	
GP	Not meeting all gradation requirements for GW	
GM	Atterberg limits below "A" line or P.I. less than 4	Above "A" line with P.I. between 4 and 7 are borderline cases requiring use of dual symbols
GC	Atterberg limits above "A" line with P.I. greater than 7	
SW	$C_u = \frac{D_{60}}{D_{10}}$ greater than 4; $C_c = \frac{D_{30}}{D_{10} \times D_{60}}$ between 1 and 3	
SP	Not meeting all gradation requirements for GW	
SM	Atterberg limits below "A" line or P.I. less than 4	Limits plotting in shaded zone with P.I. between 4 and 7 are borderline cases requiring use of dual symbols.
SC	Atterberg limits above "A" line with P.I. greater than 7	

Determine percentages of sand and gravel from grain-size curve. Depending on percentage of fines (fraction smaller than No. 200 sieve size), coarse-grained soils are classified as follows:

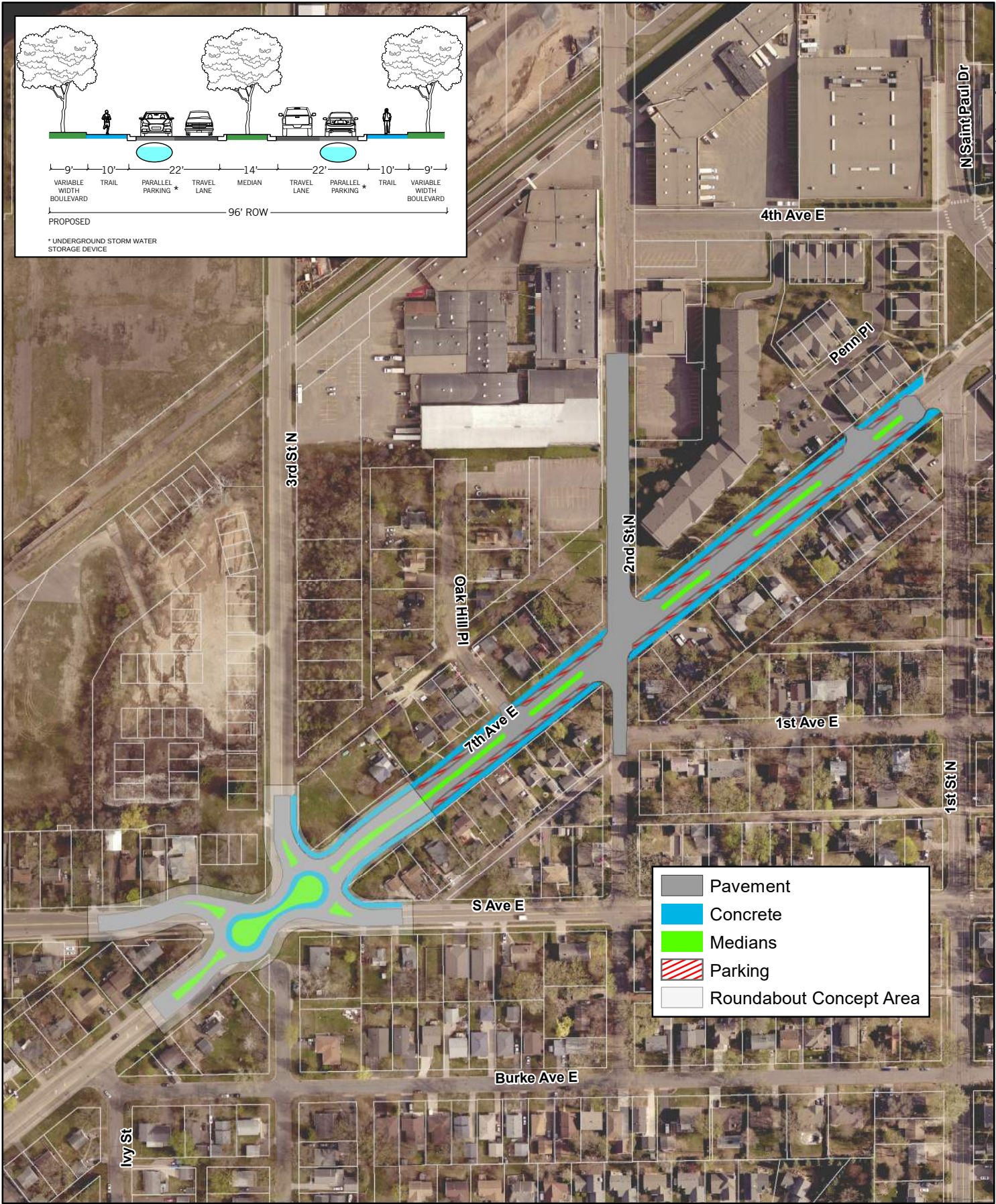
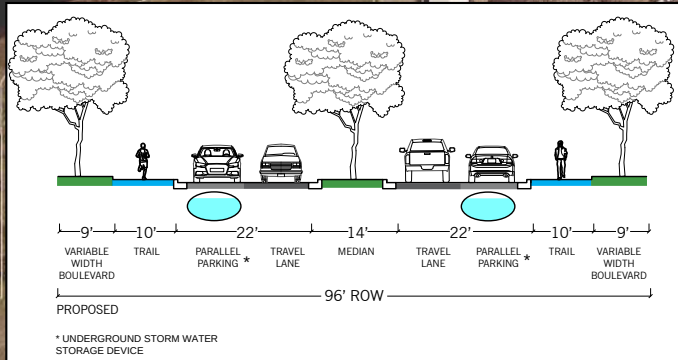
Less than 5 percent GW, GP, SW, SP
More than 12 percent GM, GC, SM, SC
5 to 12 percent Borderline cases requiring dual symbols

PLASTICITY CHART



APPENDIX E

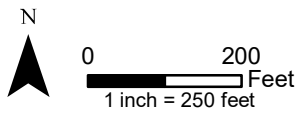
Roundabout Preliminary Design



	Pavement
	Concrete
	Medians
	Parking
	Roundabout Concept Area



Roundabout Concept Design
2020 Street & Utility Improvements Project
North St. Paul, MN



APPENDIX F

Public Comments Sign In Sheets



**NORTH
ST. PAUL**
extraordinary.



2020 Street and Utility Improvement Project

SIGN IN SHEET

Project area 2

Name	Address	Phone	Email	Receive email updates? (yes/no)
Kathy Rice	2231 Penn Place			
Carolyn Kruse	Unit 325 2231 Penn Pl #180	651-771-1188	max.kruse@comcast.net	no
Neil Watson	2231 Penn Place #122	651-341-1480		
Bruce Low	2426 E Spruick Ave	651-777-2166		
Mike Sheehan	2715 Chisholm Ave	651-775-0609	ms0044@hotmail.com	Y
Pat Schaff	2221 Penn Pl #322	651-777-0566		no
Ruben Chappell	2373 7th Ave E.	651-230-3803	Rchappell@questpro.com	
Elizabeth Gorman	2231 Penn Pl #307	651-777-8855		
Terry Walters	2301 N. Henry	651-770-9241		
James Wilson	2231 Penn Place #T306	651-283-2071	JMWilson3@MSN.com	
Dick & Fran Connor	2231 Penn Pl #205	651-455-6528		
Elizabeth & Paul Collins	2434 7th Ave E	651-774-9588	elbextra@gmail.com	Y



North Saint Paul 2020 Street and Utility Improvement Project

Please share your comments

Concerned about what utilities
will be ~~affected~~ on my side yard
(electrical, gas, telephone) and whether
storm sewer access is on Shawnee (side
Yard) or McKnight (Main Frontage) with my Corner lot.
Also costs of assessments. Harry Helms
and next Council Meeting ~~harryhelms@outlook.com~~
Dates for Project. 651-777-4279



North Saint Paul 2020 Street and Utility Improvement Project

Please share your comments

Thank you for a very
good presentation of the
proposed changes. I appreciate
the clear descriptions given.

Agenda Information Memorandum
North St. Paul City Council
December 17, 2019

FROM THE OFFICE OF THE CITY MANAGER

Agenda placement: City Business

Subject: Membership with the Ramsey Washington Suburban Cable Commission (RWSCC)

To: Honorable Mayor and City Council

Background/Facts:

At its October 1, 2019 meeting the City Council adopted a resolution of the City of North St. Paul's intent to withdraw from the RWSCC JPA; authorized staff to provide written notice to the Secretary of the RWSCC Commission by October 15, 2019, with an effective date of withdrawal of December 31, 2019; and adopted an ordinance authorizing the City of North St. Paul to enter into an individual franchise agreement with Comcast Cable.

City Manager Duddeck has been in conversation with remaining cities in the franchise, as well as Terre Heiser, former IT Manager for the City of Roseville and the Metro-INET technology consortium that has provided IT services to North St. Paul since 2006. Mr. Heiser has been involved with multiple cable commissions over the past 32 years and is familiar with cable operations and franchise renewals. He has agreed to become the City Liaison to the Cable Commission for 2020. Because of this, the City of North St. Paul is requesting to rescind the intent to withdraw from the cable commission at this time.

Recommendation: It is recommended the City Council adopt a resolution rescinding the City of North St. Paul's intent to withdraw from the RWSCC JPA and authorize staff to provide written notice to the Secretary of the RWSCC Commission of this intent.

Attachments:

Resolution authorizing intent to rescind withdrawal from RWSCC Cable
Draft Letter of Intent

Respectfully submitted,

/s/ SD by mm

Scott Duddeck
City Manager

December 18, 2019

VIA U.S. MAIL

Chairperson Lori Pulkrabek and
Secretary Virginia Holder
Ramsey/Washington Suburban Cable Commission
2460 East County Road F
White Bear Lake, Minnesota 55110

Re: Notice of Intent to Rescind the Notice of Withdrawal from the Ramsey/Washington County Suburban Cable Communications Commission II Joint and Cooperative Agreement for the Administration of Cable Communications Franchises

Dear Chairperson Lori Pulkrabek and Secretary Holder:

Please accept this letter as the City of North Saint Paul's [hereinafter: City] notice of intent to rescind the withdrawal from the Ramsey/Washington County Suburban Cable Communications Commission II Joint and Cooperative Agreement for the Administration of Cable Communications Franchises [hereinafter: Joint and Cooperative Agreement]. Our effective date of withdrawal was to be December 31, 2019. We will not be withdrawing and will remain a member city in 2020.

The City Council adopted a resolution rescinding the City of North St. Paul's intent to withdraw from the RWSCC JPA and authorized staff to provide written notice to the Secretary of the RWSCC Commission of this intent.

If you have any questions or concerns regarding this letter, please do not hesitate to contact me directly at 651-747-2436.

Respectfully,

Scott A. Duddeck
City Manager

cc: Tim Finnerty, Executive Director RWSCC
Mayor and City Council
Franchise File
Campbell Knutson Law Firm

CITY OF NORTH SAINT PAUL
RAMSEY COUNTY, MINNESOTA

RESOLUTION NO. 2019-XXX

**RESOLUTION RESCINDING THE CITY OF NORTH ST. PAUL'S INTENT TO WITHDRAW
FROM THE RWSCC JPA; AUTHORIZE STAFF TO PROVIDE WRITTEN NOTICE TO THE
SECRETARY OF THE RWSCC COMMISSION OF THIS INTENT.**

WHEREAS, the City of North Saint Paul [hereinafter: City] entered into the Ramsey/Washington County Suburban Cable Communications Commission II Joint and Cooperative Agreement for the Administration of Cable Communications Franchises [hereinafter: Joint and Cooperative Agreement]; and

WHEREAS, on October 1, 2019 the City adopted Resolution No. 2019-135 indicating its intent to withdraw from the Joint and Cooperative Agreement; and

WHEREAS, the City no longer wishes to withdraw from the Joint and Cooperative Agreement and hereby declares its intent to rescind said request and action; and

WHEREAS, the City shall provide written notice to the secretary of the Commission of this request to rescind the withdrawal notice.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of North Saint Paul, Minnesota:

1. The City Council no longer wishes to withdraw from the Joint and Cooperative Agreement;
2. The City Manager is authorized and directed to provide the City's notice of intent to rescind the request for withdrawal from the Joint and Cooperative Agreement to the secretary of the Commission immediately.

ADOPTED this 17th day of December, 2019.

Motion by Council Member

Second by Council Member

Voting: Aye: Council Member
 Council Member
 Council Member
 Council Member
 Acting Mayor
 Nay: None
 Abstain: None
 Absent: None

Jan Walczak, Acting Mayor

Attest:

Scott A. Duddeck, City Manager