

November 10, 2014, 6:00 P.M.  
AGENDA  
CITY of BARNUM  
REGULAR COUNCIL MEETING  
Barnum City Office, Barnum, Minnesota

A. PLEDGE OF ALLEGIANCE

B. CALL TO ORDER

C. ROLL CALL

Jason Goodwin  
Dale Riihiluoma  
Pat Oman  
Darrel Berry  
Lori Berglund

Bernadine Reed  
Kris Asperheim  
Brett Collier

D. APPROVAL OF AGENDA

1. Additions by the Council
2. Additions by the Staff
3. Additions by the Public

E. CANVASSING OF 2014 GENERAL ELECTION RESULTS

F. APPROVAL OF CONSENT AGENDA

1. October 13, 2014 Regular Meeting Minutes
2. Approve Accounts Payable (Claims)
3. October Liquor Sales Report
4. October Financial Reports
5. Remodel Project Payment Request
- 6.
- 7.

G. GUESTS →

1. Mark Wallace, SEH
- 2.

H. REQUESTS AND COMMUNICATIONS:

1. Information only; Demolition Loan Program, Housing Funding Mechanisms, Signage State Laws

GUEST PARTICIPATION:

1. Each guest is allowed five minutes to state their business.
2. Complaints about personnel or individuals are not allowed.
3. No board action is to be taken at this meeting.
4. This is the only time during the meeting that audience participation will be allowed unless scheduled in advance.

I. COMMITTEE REPORTS:

1. Public Works Committee:
2. Safe Routes to School Update;
3. Administrative Committee:

J. ORDINANCES AND RESOLUTIONS:

- 1.
- 2.
- 3.

K. DEPARTMENT REPORTS:

1. Zoning Administrator Report;
2. Utilities/Maintenance Report;
3. Liquor Report;

L. OLD BUSINESS

1. 2012 Flood Update
- 2.
- 3.

M. NEW BUSINESS

1. Authorization to certify delinquent water and sewer to taxes
- 2.
- 3.
- 4.

N. SET NEXT MEETING

1. Regular Meeting – December 8, 2014 @ 6:00pm – includes public hearings for 2015 Budget and Wellhead Protection Plan
- 2.

O. ADJOURNMENT

**CITY OF BARNUM  
REGULAR CITY COUNCIL MEETING  
October 13, 2014, 6:00 P.M.  
Barnum City Office, Barnum, Minnesota**

1           The October 13, 2014 regular meeting of the Barnum City Council was called to  
2 order at 6:00 p.m. by Mayor Jason Goodwin.  
3

4           **ROLL CALL:**

5 Mayor: Jason Goodwin, Councilors: Dale Riihiluoma, Pat Oman and Lori Berglund  
6 Absent: Darrel Berry  
7 Employees Present: Bernadine Reed (City Administrator) and Kris Asperheim (Deputy  
8 Clerk)  
9 Others Present: Jason Melander, Nikki Clemens, Jeff Antilla and Eddie Pelkie  
10

11           **APPROVAL OF AGENDA:**

12           A motion was made by Riihiluoma, seconded by Oman and unanimously  
13 carried to approve the agenda with additions L-2, L-3, L-4.  
14

15           **APPROVAL OF CONSENT AGENDA:**

16           A motion was made by Oman, seconded by Riihiluoma and unanimously  
17 carried to approve the consent agenda as submitted.  
18

- 19           1.     September 8, 2014 Regular Meeting Minutes
- 20           2.     September 15, 2014 Special Meeting Minutes
- 21           3.     Approval of Accounts Payable (#6215 - #6303 – \$49,291.39)
- 22           4.     September Liquor Sales Report
- 23           5.     September Financial Reports
- 24           6.     Bank Remodel Pay request #3 (\$12,6787.34) corrected & #4-  
25                 \$39,231.20
- 26           7.     Barnum Community Club Insurance - \$840.00  
27

28           **GUESTS:**

- 29           • Jason Melander, Volleyball League: Jason requested that the Council  
30 consider installing a volleyball court adjacent to the Municipal Liquor Store  
31 and sponsor volleyball league teams. Games are held every Monday from  
32 May thru September. Consideration was sent to the Administrative  
33 Committee for cost analysis and recommendation to be made at a future  
34 Council meeting.  
35

36           **REQUESTS AND COMMUNICATIONS:**

- 37           • None  
38

39           **COMMITTEE REPORTS:**

- 40           • Public Works Committee; Discussion was held concerning Windemere  
41 Sanitary Sewer Districts proposal of a combined system, it was decided that

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October 13, 2014

42 the City is not interested in this proposal. Discussion was held concerning the  
43 Carlton County Fair invoice for repair of Fair Street. Staff will continue the  
44 request for the actual bill from the Fair Board.

- 45 • Safe Routes to School Update; The kick off meeting went well. The next  
46 meeting will be Oct 22 where a walk thru will be conducted with a meeting to  
47 follow in January.
- 48 • Administrative Committee; The interim management and staffing of the Liquor  
49 Store was discussed. **A motion was made by Goodwin, seconded by**  
50 **Riihiluoma and unanimously carried to hire Zane Madsen as a part time**  
51 **bartender. A motion was made by Oman, seconded by Berglund and**  
52 **unanimously carried to authorize Bernadine Reed to provide interim**  
53 **liquor store management thru oversight and delegation of duties for the**  
54 **Liquor Store operations.**

#### 55 56 **ORDINANCES AND RESOLUTIONS:**

- 57 • Resolution 2014-10; a Resolution Appointing Election Judge for the 2014  
58 General Election. **A motion was made by Oman, seconded by Riihiluoma**  
59 **and unanimously carried to adopt Resolution 2014-10.**

#### 60 61 **REPORTS OF DEPARTMENTS AND COMMITTEES:**

##### 62 63 **ZONING REPORT:**

64 A written report was presented from the Zoning Department since the last  
65 Council meeting.

- 66 • A building permit was issued for the Senior Center re-roof
- 67 • A building permit was issued for a re-roof on Pine St.
- 68 • A building permit was issued for a new boiler on Front St.
- 69 • The sewer service line on Main Street that had collapsed was repaired
- 70 • Construction on the Qwik Trip building will begin shortly
- 71 • Ebels picked up the portable toilets at the park and Collier shut off the water  
72 and unplugged the appliances
- 73 • The past due water/sewer report is attached to the packet

##### 74 75 **UTILITIES/MAINTENANCE REPORT:**

76 Collier gave an overview of the Utilities/Maintenance Department since the  
77 last council meeting.

- 78 • Hydrants will be flushed on the 15<sup>th</sup>
- 79 • Discharge has been completed at the sewer ponds
- 80 • Carlton County filled pot holes throughout town
- 81 • Dakota Pump unplugged lift station pump #1
- 82 • Equipment has started to be switched over for winter
- 83 • Started working on the trailer for the fire dept. pump

##### 84 85 **LIQUOR REPORT:**

86 Bernadine Reed gave an overview of the Liquor Store since the last Council  
87 Meeting.

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October 13, 2014

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**OLD BUSINESS:**

- Bank Remodel Update: A motion was made by Oman, seconded by Riihiluoma and unanimously carried to authorize the Administrative Committee to choose and purchase a council table.

**NEW BUSINESS:**

- Wellhead Protection Plan, Part II Information; the plan was distributed to all Council members for review and a public hearing is scheduled for December 8<sup>th</sup> at 6:00 p.m. for public comment.
- Signage; tabled until the next Planning Commission meeting.
- Sci Fiber; Riihiluoma updated the Council that improvements are being made by the Company and faster internet speeds should be available by the end of December along with 30+ more cable TV channels.
- MN Natural Gas Extension update; The Public Works Committee will work on documenting interest in natural gas service and possible line extensions.

**SET NEXT MEETING DATE**

- Regular Meeting – November 10, 2014 @ 6:00pm

**A motion was made by Riihiluoma, seconded by Goodwin and unanimously carried to adjourn the meeting at 7:30pm**

[seal]

\_\_\_\_\_  
Mayor Jason Goodwin

**ATTEST:**

\_\_\_\_\_  
City Administrator Bernadine Reed

\_\_\_\_\_  
Recording Secretary, Kris Asperheim

October 13, 2014

Date range: 10/14/2014 to 11/07/2014

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Check #</u>	<u>Approved</u>	<u>Total</u>	<u>Account #</u>	<u>Detail</u>
10/20/2014	AT&T Mobility	Cell Phone	6308	41235	Yes	\$173.22	100-41430-321 100-45210-321	\$165.15 \$8.07
10/20/2014	G&K Services	Account #0001820225 & 0001820224	6309	41236	Yes	\$184.68		
10/20/2014	Henry's Food, Inc	Customer #680025	6310	41237	Yes	\$873.07	609-49774-405 100-45300-405	\$109.84 \$74.84
10/20/2014	Minnesota Life Insurance Company	Policy #0023198	6311	41238	Yes	\$126.60	609-49750-256 609-49750-259 609-49774-214	\$545.86 \$316.62 \$10.59
10/20/2014	MN Child Support Payment Center	ID#0014435983, Payroll Oct. 23, 2014	6306	41233	Yes	\$103.83	609-49771-100 100-41300-130 100-41300-100 100-41430-130 100-41430-100 100-41400-100 100-41400-130	(\$18.00) \$2.00 \$64.00 \$2.00 \$46.30 \$28.30 \$2.00
10/20/2014	MN Child Support Payment Center	ID#0015014501, Payroll Oct. 23, 2014	6307	41234	Yes	\$371.94	609-49772-100	\$103.83
10/20/2014	MN Energy Resources	Fuel Utilities	6312	41239	Yes	\$144.47	100-41430-100	\$371.94
10/20/2014	Phillips Wine & Spirits Inc.	Invoice #26683341	6313	41240	Yes	\$283.55	100-45300-383 100-41940-383 210-42200-383 609-49774-383	\$81.84 \$24.69 \$17.48 \$20.46
10/20/2014	Rohlfing	Invoice # 402071	6314	41241	Yes	\$566.70	609-49750-251	\$283.55
10/20/2014	Superior Beverage	Account #1220	6315	41242	Yes	\$960.75	609-49750-252	\$566.70
10/31/2014	Garrett Rasmussen	Karaoke November 1, 2014	6316	41243	Yes	\$300.00	609-49750-252	\$960.75
11/03/2014	Bernick's	Customer #100190	6320	41247	Yes	\$1,622.00	609-41500-311	\$300.00
11/03/2014	Garrett Rasmussen	Karaoke November 8, 2014	6324	41251	Yes	\$300.00	609-49750-252 609-49750-254	\$1,239.55 \$382.45
11/03/2014	Michaud Distributing	Invoice # 149889	6321	41248	Yes	\$125.60	609-41500-311	\$300.00
11/03/2014	MN Child Support Payment Center	ID#0015014501, Payroll Nov. 6, 2014	6317	41244	Yes	\$371.94	609-49750-252	\$125.60 \$371.94

Claims History

Date	Vendor	Description	Claim #	Check #	Approved	Total	Account #	Detail
11/03/2014	MN Child Support Payment Center	ID#0014435983, Payroll Nov. 6, 2014	6318	41245	Yes	\$103.83	100-41430-100	\$371.94
11/03/2014	MN Energy Resources	Fuel Utilities	6322	41249	Yes	\$33.68	609-49772-100	\$103.83
11/03/2014	Phillips Wine & Spirits Inc.	Invoice #2686643	6323	41250	Yes	\$129.50	100-45300-383	\$33.68
11/03/2014	Reliable Agency, Inc.	Acct #007739648 - Community Club	6319	41246	Yes	\$840.00	609-49750-251	\$129.50
11/03/2014	Rohlfing	Invoice # 402463 & 402717	6325	41252	Yes	\$2,625.35	150-49030-490	\$840.00
11/03/2014	Superior Beverage	Account #1220	6326	41253	Yes	\$4,076.05	609-49750-252	\$2,625.35
11/07/2014	Barnum Municipal Liquor	Gambling Fund reimbursement	6329		No	\$25.00	609-49750-252	\$4,076.05
11/07/2014	Bernadine Reed	Election Reimbursement	6327		No	\$56.48	609-41500-810	\$25.00
11/07/2014	Dakota Pump & Control	Invoice #20754	6330		No	\$590.90	100-41410-331	\$56.48
11/07/2014	DEX Media East	Account #110041143	6331		No	\$10.00	602-49490-400	\$590.90
11/07/2014	Farmer Brothers	Account #7503282	6332		No	\$37.68	609-41500-340	\$10.00
11/07/2014	Gopher State One Call Inc.	Invoice #126279	6333		No	\$17.40	609-49750-254	\$37.68
11/07/2014	Guardian Pest Control	Order #1428205	6334		No	\$74.92	601-49440-300	\$8.70
11/07/2014	Henry's Food, Inc	Customer #680025	6335		No	\$1,204.72	602-49490-300	\$8.70
11/07/2014	Hoffmann Hardware	Account #990096	6336		No	\$286.78	609-49774-310	\$74.92
11/07/2014	Johnson Brothers-St. Paul	Invoice #5014206	6338		No	\$136.13	609-49750-256	\$1,058.81
11/07/2014	Kris Asperheim	Mileage Reimbursement	6328		No	\$23.52	609-49750-259	\$145.91
11/07/2014	Lake Country Power	Security Light	6349		No	\$10.69	609-49774-214	\$67.35
11/07/2014	Linda Langness	Election Judge Payment	6339		No	\$140.00	100-41940-215	\$180.44
11/07/2014	Mike's Sewer Service	Invoice dated 10/16/14	6343		No	\$110.00	100-45210-210	\$38.99
11/07/2014	Mindy Malenke	Election Judge	6342		No	\$155.00	609-49750-251	\$136.13
11/07/2014	Moose Lake Auto Parts	Customer #12522095 & 12522094	6340		No	\$72.22	100-41410-330	\$23.52

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Check #</u>	<u>Approved</u>	<u>Total</u>	<u>Account #</u>	<u>Detail</u>
11/07/2014	Moose Lake Implement Co. Inc.	Customer #100054 & #104693	6341		No	\$69.72	100-49021-219	\$72.22
11/07/2014	Nordstroms Sanitation Service	Invoice Dated 10/26/2014	6345		No	\$279.38	100-49021-210	\$69.72
11/07/2014	Noretta Hibke	Election Judge	6337		No	\$140.00	609-49774-384	\$175.50
11/07/2014	Northland Frozen Pizza	Invoice #85844 & 85637	6344		No	\$988.50	100-41940-384	\$35.00
11/07/2014	Omar's Sand & Gravel, Inc.	Invoice #00007057	6346		No	\$245.81	100-45200-384	\$25.00
11/07/2014	Phillips Wine & Spirits Inc.	Invoice #2690228	6347		No	\$567.18	100-45210-384	\$43.88
11/07/2014	Rohlfing	Invoice #403068	6348		No	\$1,018.00	100-41410-331	\$140.00
11/07/2014	SCI Broadband	Account #022-005725 & 022-020439	6355		No	\$251.01	609-49750-259	\$988.50
11/07/2014	SEH	Invoice #263717	6353		No	\$145.75	100-45300-210	\$245.81
11/07/2014	Softline Data, Inc.	Invoice #2984	6352		No	\$350.00	609-49750-251	\$567.18
11/07/2014	Star Gazette	Invoice Dtd 10/31/2014	6354		No	\$84.00	609-49750-252	\$1,018.00
11/07/2014	Sullivan Supply	Customer #800640	6350		No	\$1,439.88	100-41500-321	\$142.81
11/07/2014	Superior Beverage	Account #1220	6351		No	\$1,218.10	609-41500-321	\$83.25
11/07/2014	Total Control Systems, Inc.	Invoice #7085	6356		No	\$771.30	210-42200-321	\$24.95
11/07/2014	Wells Fargo Corporate Card	Credit Card Payment	6357		No	\$1,185.65	100-41901-303	\$145.75
11/07/2014	Wells Fargo Corporate Card	Credit Card Payment	6358		No	\$633.33	601-49440-200	\$175.00
11/07/2014	Wirtz Beverage	Customer #8518	6359		No	\$671.93	100-41410-340	\$42.00
							601-49440-340	\$42.00
							609-49750-259	\$637.93
							609-49750-256	\$129.00
							609-49750-254	\$283.90
							609-49774-214	\$389.05
							609-49750-252	\$1,218.10
							601-49440-400	\$771.30
							100-49021-212	\$454.14
							100-41940-215	\$450.61
							100-49021-210	\$280.90
							609-49774-214	\$611.20
							609-49750-259	\$22.13



Claims History

11/07/2014

Date      Vendor

Description

Claim #

Check #

Approved

Total

Detail  
\$671.93

Account #  
609-49750-251

Total For Selected Claims

\$27,327.74

\$27,327.74

# October 2014 Liquor Report

DATE	BEG BAL	LIQ ON	BEER ON	WINE ON	LIQ OFF	BEER OFF	WINE OFF	POP/	CLOTHING	Tobacco	SALES TAX	TOTAL INCOME	SUB TOTAL	CASH IN STORE	CASH SHRT/OVR
10/1/2014	2,961.50	156.25	335.75	0	161.36	181.83	12.48	92.49	0.00	46.50	33.36	1,020.02	3,981.52	3,976.88	(4.64)
10/2/2014	2,958.00	363.00	692.00	33.00	57.44	350.69	11.99	171.73	0.00	28.00	39.4	1,747.25	4,705.25	4,721.38	16.13
10/3/2014	2,984.25	386.50	667.50	0.00	146.39	385.87	30.47	114.21	0.00	86.50	52.92	1,870.16	4,854.41	4,800.45	(53.96)
10/4/2014	2,983.00	657.00	774.25	3.75	157.87	604.01	31.47	203.74	0.00	31.00	74.53	2,537.62	5,520.62	5,562.65	42.03
10/5/2014	2,983.00	227.75	658.00	0.00	0.00	0.00	0.00	111.25	0.00	46.50	0.00	1,043.50	4,026.50	4,031.25	4.75
10/6/2014	2,987.00	158.50	196.00	0.00	98.40	221.26	7.49	47.73	0.00	55.75	30.68	815.81	3,802.81	3,806.69	3.88
10/7/2014	2,987.00	328.50	428.25	0.00	55.93	173.78	0.00	119.00	0.00	34.00	21.53	1,160.99	4,147.99	4,147.99	(0.16)
10/8/2014	2,986.70	181.50	420.25	0.00	112.89	263.25	0.00	61.23	8.00	58.75	35.30	1,141.17	4,127.87	4,126.94	(0.93)
10/9/2014	2,813.25	183.50	469.75	0.00	31.96	310.74	23.97	95.97	0.00	37.00	34.40	1,187.29	4,000.54	4,016.61	16.07
10/10/2014	2,813.10	542.75	664.25	0.00	82.44	544.50	12.99	111.47	0.00	55.75	60.16	2,074.31	4,887.41	4,857.50	(29.91)
10/11/2014	2,829.86	169.75	321.75	0.00	109.91	687.93	0.00	137.97	0.00	40.25	74.96	1,542.52	4,372.38	4,358.30	(14.08)
10/12/2014	2,963.00	350.50	416.75	0.00	0.00	0.00	0.00	65.50	0.00	49.50	0.00	882.25	3,845.25	3,866.61	21.36
10/13/2014	2,982.00	110.25	201.75	0.00	66.95	226.26	7.49	96.49	0.00	28.00	28.33	705.52	3,687.52	3,689.02	1.50
10/14/2014	2,982.00	269.75	565.75	0.00	71.42	258.23	0.00	113.22	0.00	24.75	31.07	1,334.19	4,316.19	4,315.20	(0.99)
10/15/2014	2,982.00	288.00	431.50	3.75	80.87	206.84	38.47	120.48	0.00	52.50	30.73	1,253.14	4,235.14	4,255.15	20.01
10/16/2014	2,982.00	197.75	811.00	0.00	12.98	184.30	0.00	29.00	0.00	46.50	18.50	1,300.03	4,282.03	4,283.91	1.88
10/17/2014	2,982.00	945.75	1,132.50	0.00	141.41	411.59	35.47	100.72	0.00	77.25	55.36	2,900.05	5,882.05	5,877.31	(4.74)
10/18/2014	2,943.87	452.00	601.50	0.00	310.75	682.95	0.00	132.57	0.00	71.25	94.44	2,345.46	5,289.33	5,343.20	53.87
10/19/2014	2,971.25	284.50	381.00	0.00	0.00	0.00	0.00	62.50	0.00	31.00	0.00	759.00	3,730.25	3,701.87	(28.38)
10/20/2014	2,982.00	149.00	227.00	0.00	96.42	212.75	0.00	50.29	0.00	24.75	29.00	789.21	3,771.21	3,759.71	(11.50)
10/21/2014	3,001.70	211.25	341.75	0.00	69.04	168.30	0.00	98.74	0.00	24.75	22.27	936.10	3,937.80	3,924.40	(13.40)
10/22/2014	2,981.95	290.75	258.75	0.00	80.44	260.27	27.97	115.74	0.00	65.00	34.58	1,133.50	4,115.45	4,128.00	12.55
10/23/2014	2,982.20	270.50	321.00	0.00	123.44	237.75	7.49	80.74	0.00	34.00	34.57	1,109.49	4,091.69	4,088.66	(3.03)
10/24/2014	2,962.00	676.25	698.25	0.00	181.50	854.77	31.47	108.96	0.00	89.75	100.27	2,741.22	5,703.22	5,695.50	(7.72)
10/25/2014	2,962.00	939.75	836.00	50.00	108.87	632.51	8.49	184.93	0.00	56.75	71.01	2,887.31	5,849.31	5,819.59	(29.72)
10/26/2014	2,962.00	114.25	210.25	0.00	0.00	0.00	0.00	62.99	0.00	40.25	0.00	427.74	3,389.74	3,392.25	2.51
10/27/2014	2,000.00	123.00	209.75	0.00	63.93	274.23	7.49	68.74	2.50	31.00	32.41	813.05	2,813.05	2,812.80	(0.25)
10/29/2014	2,000.00	385.75	918.75	25.00	19.48	219.34	11.99	143.00	0.00	37.25	23.51	1,784.07	3,784.07	3,758.55	(25.52)
10/30/2014	2,001.00	229.25	300.75	0.00	29.46	162.31	13.49	82.48	0.00	15.50	19.38	852.62	2,853.62	2,859.02	5.40
10/30/2014	2,010.00	179.50	317.50	0.00	74.93	239.27	0.00	55.25	0.00	6.25	29.47	902.17	2,912.17	2,905.15	(7.02)
10/31/2014	2,000.00	575.00	745.50	0.00	132.02	564.54	72.93	122.47	0.00	43.50	72.30	2,328.26	4,328.26	4,301.93	(26.33)
TOTALS:		10397.75	15554.75	115.50	2678.50	9519.87	393.61	3101.60	10.50	1368.50	1184.44	44,325.02	131,244.65	131,184.31	(60.34)

Oct-14	
Bank Balance 10/31/2014	\$ 379,215.93
Deposit in Transit:	\$ 257.42
Outstanding Checks:	\$ 2,704.12
	<u>\$ 376,769.23</u>
CTAS Ending Balance 10/31/2014	\$ 376,769.23
<u>Outstanding Checks:</u>	
41142	\$ 1,608.02
41155	\$ 141.84
41164	\$ 90.00
41169	\$ 160.31
41215	\$ 150.21
41229	\$ 94.32
41232	\$ 159.42
41243	\$ 300.00
	<u>\$ 2,704.12</u>
<b><u>Outstanding deposits:</u></b>	
Credit Card Processing	\$ 257.42
	<u>\$ 257.42</u>

For the Period 10/01/2014 to 10/31/2014

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$36,558.93	\$1,004.82	\$72,450.69	(\$34,886.94)			
Lawful Gambling Fund	\$979.32	\$35.72	\$0.00	\$1,015.04			
Fire Department Fund	\$15,371.51	\$0.00	\$3,461.66	\$11,909.85			
Cemetery/Perpet. Care	\$1,024.94	\$0.00	\$0.00	\$1,024.94			
RJM Park	(\$949.65)	\$4,000.00	\$36.74	\$3,013.61			
Bond of 2000	\$110.99	\$0.00	\$0.00	\$110.99			
Capital Improvement Fund	(\$5,435.76)	\$0.00	\$0.00	(\$5,435.76)			
PFA/MN Dept of Health	\$2,267.12	\$0.00	\$0.00	\$2,267.12			
Small Cities Dev. Grant	\$0.00	\$0.00	\$0.00	\$0.00			
2012 Flood	(\$158,704.79)	\$131,876.98	\$0.00	(\$26,827.81)			
Water Enterprise Fund	\$172,903.01	\$13,002.38	\$3,496.62	\$182,408.77			
Sewer Enterprise Fund	\$40,006.29	\$10,479.92	\$4,151.23	\$46,334.98			
Municipal Liquor Store	\$179,508.88	\$46,349.40	\$30,023.84	\$195,834.44			
<b>Total</b>	<b>\$283,640.79</b>	<b>\$206,749.22</b>	<b>\$113,620.78</b>	<b>\$376,769.23</b>	<b>\$0.00</b>	<b>\$2,704.12</b>	<b>\$379,473.35</b>

4M Accounts 10/2014

	10/1/2014	Int.	Subtotals	Purchased	Sold	10/31/2014
4M General/Street Improvements	\$ 53,430.18	\$ 2.22	\$ 53,432.40			\$ 53,432.40
4M Cemetery/Perpetual Care	\$ 3,704.89	\$ 0.20	\$ 3,705.09			\$ 3,705.09
4M RIM Park/Tennis Courts	\$ 12,724.78	\$ 0.40	\$ 12,725.18			\$ 12,725.18
4M Bond of 2000	\$ 3.58	\$ -	\$ 3.58			\$ 3.58
4M - Capital Improvement	\$ 77,684.24	\$ 2.82	\$ 77,687.06			\$ 77,687.06
4M - Water Fund	\$ 92,739.87	\$ 3.43	\$ 92,743.30			\$ 92,743.30
4M - Sewer Fund	\$ 169,576.85	\$ 6.25	\$ 169,583.10			\$ 169,583.10
4M - Liquor Store	\$ 50,126.96	\$ 1.81	\$ 50,128.77			\$ 50,128.77
4M - Fire Truck/Tanker	\$ 74,579.69	\$ 2.82	\$ 74,582.51			\$ 74,582.51
4M - Fire - SCBA's	\$ 4,505.79	\$ 0.20	\$ 4,505.99			\$ 4,505.99
	<b>\$ 539,076.83</b>	<b>\$ 20.15</b>	<b>\$ 539,096.98</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 539,096.98</b>

# Barnum Municipal Liquor Store

## October Pull Tab Balance Sheet

Date	Game Name	Receipt #	Stortage	Overage	\$
	Beginning Cash				150.00
10/9/2014	Wild Red	666599	-	\$ 23.00	\$ 173.00
10/19/2014	Refund from Renita/Northern Pine			\$ 30.00	\$ 203.00
10/20/2014	Muiltple (three Games)	431409	7.00		\$ 196.00
10/23/2014	Bringing Home	431410	7.00		\$ 189.00
10/27/2014	Slots of Cash	431420	15.00		\$ 174.00
10/27/2014	Buck Dynasty	431419	1.00		\$ 173.00
10/27/2014	I Dare You	431421	6.00		\$ 167.00
10/30/2014	Chasin Tail	431426	6.00		\$ 161.00
10/30/2014	One Tough Cookie	431425	14.00		\$ 147.00
11/5/2014	Muiltple (three Games)	431429	22.00		\$ 125.00
	Required Cash reimbursement		\$ 78.00	\$ 53.00	\$ 25.00
	Ending Cash				\$ 25.00
					<u>\$ 150.00</u>

## **Bernadine Reed**

---

**From:** Mark Wallis <mwallis@sehinc.com>  
**Sent:** Friday, November 7, 2014 11:25 AM  
**To:** breed@scicable.com; bcollier@scicable.com  
**Subject:** Main Street Water Main Project  
**Attachments:** Barnum SLA.pdf

Bernadine & Brett:

Attached is our proposal for engineering services for the Main Street water main project. We will be prepared to discuss this proposal with Council Monday night. As discussed, the project has gotten a little more complicated since the County is not doing any underground work for their CSAH 6 reconstruction projects. Their projects still provide a good opportunity for us to install this new water main under the street - unfortunately, we will have to perform the surveying and plans & specs ourselves, and the City will be responsible for more of the restoration costs than previously assumed.

Also note that we are proposing to perform this work on an hourly basis since some of the scope is still undefined. We will continue to meet with the County to coordinate projects. We have included an estimate of our work during the bidding and construction phases. As we get closer, we can discuss how much assistance you need from us during the Bidding and Construction phase.

Have a great weekend. See you Monday evening.

Mark

Mark Wallis, PE  
Senior Professional Engineer  
SEH  
418 West Superior Street, Suite 200, Duluth, MN 55802-1514  
218.279.3017 direct  
218.269.9225 cell  
sehinc.com  
Building a Better World for All of Us®

## Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Barnum, Minnesota ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective April 13, 2013, this Supplemental Letter Agreement dated November 10, 2014 authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Main Street Water Main Project

**Client's Authorized Representative:** Bernadine Reed

**Address:** 3741 Front Street  
Barnum, MN 55707-8673

**Telephone:** 218.389.6814 **email:** breed@scicable.com

**Project Manager:** Mark Wallis, PE

**Address:** 418 W. Superior Street  
Duluth, MN 55802

**Telephone:** 218.279.3017 **email:** mwallis@sehinc.com

**Scope:** The Basic Services to be provided by Consultant:

The City's project consists of approximately 900 LF of new and replaced water main along Main Street west of County Road 61. This work will be bid to coordinate with two Carlton County roadway projects along Main Street anticipated to be constructed in 2015. Both County projects are scheduled to be simple mill and fill projects, with some limited curb replacement. Therefore, the County is not performing a topographic survey or detailed plans and specifications. SEH's scope of services includes the following:

- Limited property research and right of way control (using a compilation of provided records and field data, but without the aid of an exhaustive title search or boundary survey), and topographic survey.
- Water main, service connection, and street restoration design. Design coordination meetings with staff.
- Preparation of Bidding Documents (plans and specifications). Submit plans and specifications to Minnesota Department of Health for plan review. Prepare estimate of potential construction costs
- Review procurement method with City (Quotes or Public Bid). Bidding and contracting assistance
- Assistance with construction contract administration (pay applications, contractor questions, record plans)
- Periodic construction observation
- Construction staking (assume one trip for water main and assume County will stake curb/street replacement)

**Payment:** We propose to complete these tasks on an hourly basis, with an estimated fee of \$21,000 including expenses and equipment. The payment method, basis, frequency and other special conditions are set forth in the attached Exhibit A.

**Other Terms and Conditions:** Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.

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**Short Elliott Hendrickson Inc.**

**City of Barnum, Minnesota**

By:   
\_\_\_\_\_

By: \_\_\_\_\_

Title: Principal

Title: \_\_\_\_\_



**Exhibit A-1**  
**to Supplemental Letter Agreement**  
**Between City of Barnum Minnesota (Client)**  
**and**  
**Short Elliott Hendrickson Inc. (Consultant)**  
**Dated November 10, 2014**

**Payments to Consultant for Services and Expenses**  
**Using the Hourly Basis Option**

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

**A. Hourly Basis Option**

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment. Current billing rates shall be the Rate Table Method of Personnel Method as indicated in the Agreement.

1. **Rate Table Method** - Current billing rates for employees shall be those listed on a standard rate table submitted and approved as part of this Agreement. The employee rates in the approved rate tables shall include the cost of computers and cellular phones. The cost of other expenses and equipment shall be paid for as reimbursable expenses as identified in Paragraphs B and C of this Exhibit.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the Rate Table Method is conditioned on completion of the work within the effective period of the rate table. Should the time required to complete the work be extended beyond this period, the rates in the Rate Table shall be appropriately adjusted.

**B. Expenses**

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

**C. Equipment Utilization**

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

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## DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT

## Demolition Loan Program

Our traditional Redevelopment Grant Program works well on sites where there are costly impediments to a planned or proposed redevelopment project. But sometimes communities need assistance with demolition and other redevelopment activities on sites where there is no current development plan or where future development visions are hindered by current blight. In some cases, communities may need to address more immediate public safety concerns or hazardous conditions on a site before considering future redevelopment options.

The Demolition Loan Program meets those needs by helping development authorities with the costs of demolishing blighted buildings on sites that have future development potential but where there are no current development plans.

### Eligible Applicants

Development authorities, including cities, counties, port authorities, housing and redevelopment authorities, and economic development authorities.

### Eligible Costs

Demolition activities, including interior remediation such as asbestos abatement. Loans would pay up to 100 percent of demolition costs for a qualifying site. The loans may also assist with site acquisition costs.

### Loan Terms and Conditions

Property and buildings must be publicly owned. The following terms apply:

- Loans will be low-interest (2 percent)
- Loans will be interest-free for first two years
- Principal and interest payments will start in year three
- Loan terms cannot exceed 15 years

If the site is developed, the remaining principal and interest (up to 50 percent of the loan) could be forgiven based on development benefits.

### To Apply

[Demolition Loan Application](#)

### For More Information

Contact Irene Dassier (mailto:[Irene.Dassier@state.mn.us](mailto:Irene.Dassier@state.mn.us)) at 651-259-7449 or toll free at 1-800-657-3858.

## Office of the Governor, Mark Dayton and Yvonne Prettner Solon, Lt. Governor

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## DEED Awards \$1.7 Million for Redevelopment; projects expected to create or retain 5,700 jobs

*September 19, 2014*

ST. PAUL – The Minnesota Department of Employment and Economic Development (DEED) awarded four grants and one loan for redevelopment projects in Minnesota that are expected to create or retain more than 5,700 jobs.

The agency awarded \$1.6 million from its Redevelopment Grant Program for two projects in Minneapolis and two others in Edina and Mankato. In addition, Renville received a \$100,000 loan from DEED's Demolition Loan Program.

**“These funds are being put to good use cleaning up blighted properties, and breathing new life into our communities,”** said Governor Mark Dayton, who working with the Legislature in 2013 invested \$9.6 million in DEED's redevelopment account. **“Local economies stand to benefit greatly from these efforts. The thousands of jobs these projects will create and support are well worth the investment.”**

**“Redevelopment grants and loans are effective tools for encouraging economic development and new jobs,”** added DEED Commissioner Katie Clark Sieben. **“A new hotel, commercial buildings, housing and mixed-use development soon will be under way thanks to this round of funding.”**

The Redevelopment Grant Program helps cities, counties and other units of government pay for up to 50 percent of the cost of redeveloping blighted industrial, residential or commercial properties. The grants can be used to pay for demolition, infrastructure and other project-related improvements. Recipients must provide matching funds.

The Demolition Loan Program helps communities with the costs of demolishing blighted buildings on sites that have future development potential but where there are no current

development plans.

Redevelopment Grant Program, September 2014

**City of Edina, Pentagon Park, \$625,000**

Edina received \$625,000 for demolition costs at the 8-acre Pentagon Park redevelopment project. A 200-room hotel and 250,000-square-foot office building are planned at the site. Officials expect the project to create 293 jobs, retain 268 jobs and increase the tax base by \$2.8 million. The developer, city and Metropolitan Council will provide matching funds.

**City of Mankato, Bridge Plaza, \$204,175**

Mankato was awarded \$204,175 for abatement, demolition, infrastructure and geotechnical soil correction on the 1.94-acre site. A seven-story mixed-use building, including 35,000 square feet of office space and 18 residential units, is planned. The project will create 19 jobs and retain 59 jobs. The developer will provide matching funds.

**City of Minneapolis, Broadway Flats, \$300,000**

Minneapolis received \$300,000 to relocate electrical utilities on the 1.85-acre site. The parcel will be redeveloped into a mixed-use building with 103 affordable apartments and 19,000 square feet of retail space. The project will create nine jobs, retain six jobs and increase the tax base by \$137,031. Matching funds will come from the Metropolitan Council, Minnesota Housing Finance Agency, Hennepin County, city and developer.

**City of Minneapolis, Downtown East, \$500,000**

Minneapolis was awarded \$500,000 for demolition costs on the 8.8-acre Downtown East project. Two 20-story office towers, 193 housing units and 26,400 square feet of retail space are planned. Officials expect the project to create 88 jobs, retain 5,000 jobs and increase the tax base by \$3.9 million. The city, developer and Metropolitan Council will provide matching funds.

***Demolition Loan Program, September 2014***

**City of Renville, Downtown Properties, \$100,000**

Renville received a \$100,000 loan for abatement and the demolition of three buildings in the downtown area. Businesses, housing or a startup business incubator are among the projects considered suitable for the site. The project could create up to eight jobs. The city will issue bonds to repay the loan.

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## DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT

### Redevelopment Grant Program

The Redevelopment Grant Program helps communities with the costs of redeveloping blighted industrial, residential, or commercial sites and putting land back into productive use.

Grants pay up to half of redevelopment costs for a qualifying site, with a 50-percent local match. Eligible applicants are cities, counties, port authorities, housing and redevelopment authorities, and economic development authorities.

Grants can pay for land acquisition, demolition, infrastructure improvements, soil stabilization when in-fill is required, ponding or other environmental infrastructure and adaptive reuse of buildings, including remedial activities at sites where a subsequent redevelopment will occur.

At least half of the grant money will be awarded to sites located outside of the seven-county Twin Cities metropolitan area, given that a sufficient number of eligible applications are received from outstate applicants.

**Overview   Application Information   Grant Management   Funded Projects   Contact**

#### Overview

Priority is given to projects with one or more of the following characteristics:

- Contamination remediation needs in conjunction with a redevelopment project
- Project meets current tax increment financing requirements for a redevelopment district and tax increments will contribute to the project
- Redevelopment potential within the municipality
- Proximity to public transit if located in the metropolitan area
- Multi-jurisdictional projects that take into account the need for affordable housing, transportation, and environmental impact
- Advances or promotes the Green Economy

**Redevelopment Grant Program Funded Projects to date:**

**October 2014** \* Indicates a project funded as a Special Appropriation by the Legislature. \$0 indicates a returned grant, the project did not go forward.

**Total of Awards through August round, 2014**

**\$63,897,860**

Cycle	Grantee	Project Name	Award Amount
Aug-14	Edina	Pentagon Revival	\$625,000
Aug-14	Mankato	Bridge Plaza	\$204,175
Aug-14	Minneapolis	Downtown East	\$500,000
Aug-14	Minneapolis	Broadway Flats	\$300,000
Feb-14	St. Paul	Custom House	\$725,000
Feb-14	Fosston	Johnson Avenue Project	\$277,500
Aug-13	Minneapolis	807 Broadway	\$198,850
Aug-13	Chatfield	Twilford Redevelopment	\$233,611
Aug-13	Fridley HRA	NIROP Phase I	\$500,000
Aug-13	St. Paul	Lowertown Ballpark	\$1,000,000
Aug-13	St. Paul Port Authority	Forest & East 7th St. Parcel 4	\$483,840
Aug-13	St. Cloud EDA	Granite Bowl	\$99,600
Aug-13	Duluth EDA	Lincoln Park	\$207,500
Feb-13	Washington County	Piccadilly	\$250,000
Feb-13	St. Paul	Central Exchange	\$65,000
Feb-13	Mankato	South Front Street Redevelopment	\$2,221,500
Feb-13	Minneapolis	West Broadway Curve	\$140,000
Aug-12	Benson	Creamery Site	\$41,235
Aug-12	Richfield	Lyndale Gardens	\$100,000
Aug-12	St. Paul	Hamm's Brewery	\$403,000
Aug-12	Eagan	Cedar Grove	\$750,000
Jan-12	Barnesville	Potato Wash Plant Site	\$82,125
Jan-12	Clara City	Clara City Apartments	\$0
Jan-12	Duluth EDA	Bayfront Pier B	\$968,774
Jan-12	Hendricks	Hendricks Creamery	\$55,753
Jan-12	Hinckley	Daggatt's	\$15,420
Jan-12	Minneapolis	430 Oak Grove	\$500,000
Jan-12	Minneapolis	700 Central	\$180,500
Jan-12	Minneapolis	Pillsbury Lofts	\$200,000
Jan-12	Northfield	The Key	\$55,825
Jan-12	Ortonville EDA	Ortonville Independent Expansion	\$22,375
Jan-12	St. Paul Port Authority	Forest & East 7th (see also Aug-09)	\$355,932
Aug-10	N. St. Paul	Bus Garage Redevelopment	\$245,000
Aug-10	Oakdale	Oakdale Mall Redevelopment	\$1,383,340
Aug-10	Minneapolis	Seward Commons Redevelopment	\$0
Aug-10	Duluth	Oneota Mixed Use Commercial District	\$664,780
Aug-10	Eagan	Cedar Grove Redevelopment	\$559,986
Aug-10	Canby	Block 1 Original Plat	\$120,000
Mar-10	Lake Elmo	Sanitary Sewer	\$1,000,000
Mar-10	Lake Elmo	Water System	\$1,000,000

Feb-10	St. Paul	West Side Flats	\$598,906
Feb-10	Park Rapids	Armory Square	\$188,707
Feb-10	Dakota County	Valley Ridge Shopping Center	\$500,000
Feb-10	St. Paul	5th and Wall	\$72,475
Feb-10	Watertown	South Lewis Downtown Redevelopment	\$219,403
Feb-10	Rosemount	Genz-Ryan Site	\$0
Feb-10	St. Charles	St. Charles Redevelopment	\$45,436
Feb-10	Mankato	City Center Redevelopment	\$850,000
Aug-09	North St. Paul	7th Ave. Redevelopment	\$304,700
Aug-09	Roseville	Twin Lakes	\$1,000,000
Aug-09	St. Paul Port	Forest and E. 7th*	\$519,018
May-09	St. Louis County	St. Louis County Infrastructure*	\$750,000
Feb-09	Minneapolis	14th Ave. Cul-de-Sac	\$170,000
Feb-09	Milaca	Old Creamery & Drying Plant	\$33,400
Feb-09	Forest Lake	Northland Mall	\$0
Feb-09	St. Paul	Penfield	\$550,000
Feb-09	Minneapolis	East Bank Mills	\$0
Feb-09	St. Paul	Koch - Thurston and Adrian St.	\$144,411
Feb-09	Wadena	Old Peterson-Biddick Grain Elevator	\$100,000
Feb-09	Glencoe	City Center Project	\$425,000
Feb-09	Waite Park	Waite Avenue Redevelopment	\$0
Aug-08	North Mankato	Marigold Dairy	\$128,491
Aug-08	Roseville	Twin Lakes	\$528,846
Aug-08	Minneapolis	Broadway Plaza	\$0
Aug-08	St. Paul Port	Arlington Jackson	\$0
Aug-08	Victoria	Fresh Seasons Market	\$164,503
Aug-08	Norwood Young America	Oak Grove City Center	\$200,000
Aug-08	Minneapolis	Jackson Street Affordable Housing	\$0
Apr-08	Cass County	Ah-Gwah-Ching*	\$1,885,140
Feb-08	Virginia	P&H MinePro	\$400,000
Feb-08	Dilworth	Bargains Redevelopment	\$422,015
Feb-08	St Paul	Dale Street Village on University	\$174,500
Feb-08	St. Paul PED	Regional Indoor Farmers Market	\$0
Feb-08	Minneapolis	Spirit on Lake Cooperative	\$0
Feb-08	Big Lake	Eagle Lake Road N	\$399,454
Feb-08	Cold Spring	Downtown Redevelopment	\$385,918
Feb-08	Gonvick	Country Lane Assisted Living	\$13,785
Feb-08	Minneapolis	SEMI (See October 1998)	\$0
Feb-08	Minneapolis	Bassett Creek Valley - Linden Yards	\$0
Aug-07	City of Rochester	MN Bio Business Center	\$240,890
Aug-07	Mora	Mora Feed Mill & Interp. Dev. Site	\$0
Aug-07	Pipestone	Hicks Property	\$172,323
Aug-07	Harmony	Downtown Redev. Project	\$46,212
Aug-07	Rushford	Downtown City Center	\$308,900
Aug-07	Marshall	Marshall Junior High	\$500,000
Aug-07	Minneapolis, City of	Longfellow Station	\$480,000



Aug-07	Minneapolis, City of	Minnesota Innovation Center	\$0
Aug-07	Minneapolis, City of	Center for Changing Lives	\$98,344
Aug-07	St. Paul PED	City House and Plaza Area	\$77,180
Aug-07	Minnetonka	Glen Lake	\$118,452
Feb-07	St. Paul Port Authority	Griffin Wheel	\$96,965
Feb-07	City of Mankato	Sibley Parkway Phase II	\$780,419
Feb-07	City of Moorhead	Municipal Power Plant	\$0
Feb-07	Mt. Iron EDA	Renewable Energy Industrial Park	\$200,000
Feb-07	City of South St. Paul	BridgePoint Business Park	\$500,000
Feb-07	City of Centerville	Downtown Redevelopment	\$0
Aug-06	Virginia	Horace Mann	\$136,227
Aug-06	Walker	Chase Hotel	\$556,498
Aug-06	Winsted	City Center	\$0
Aug-06	Frazee	Swift/Eckrich Turkey Processing Plant	\$524,100
Aug-06	Sandstone	Chris' Food Center	\$647,826
Aug-06	Ghent	Ghent Redevelopment Project	\$0
Aug-06	Tower	Tower Historic Reconstruction	\$1,097,000
Aug-06	Duluth	Duluth Heritage Sport Center (See Jan 06)	\$875,075
Apr-06	Winona	Shakespeare Festival *	\$0
Apr-06	Worthington	Campbell Soup Factory *	\$800,000
Jan-06	Mankato	Sibley Parkway	\$900,000
Jan-06	Hutchinson	Cornerstone Commons	\$145,000
Jan-06	Goodview	Brom Machine	\$123,818
Jan-06	Perham	Happel Addition	\$592,689
Jan-06	Duluth	Heritage Sports Center (See Aug 06)	\$935,075
Jan-06	Duluth	Cirrus Design Group	\$633,190
Jan-06	Zumbrota	Grover Auto	\$156,735
Jan-06	Maple Lake	Downtown Elevator	\$0
Jan-06	Tyler	Hospital Building	\$73,450
Jan-06	Grand Marais	Shoreline Redevelopment	\$22,286
Jan-06	Aitkin	Paulbeck's County Market	\$338,841
Apr-05	Willmar	City Airport *	\$1,000,000
Apr-05	Rushford	Nanotech *	\$0
Apr-05	Ramsey/Anoka Cty.	County Rd. J	\$5,000,000
Apr-04	Little Falls	Hennepin Paper *	\$1,000,000
Apr-01	Jackson	Commercial Redevelopment	\$265,765
Apr-01	Owatonna	Northgate Redevelopment	\$176,250
Apr-01	Gilbert	Business Park	\$85,250
Apr-01	Watertown	Riverbend Plaza	\$34,751
Apr-01	Harmony	Senior Living Project	\$128,750
Apr-01	Shoreview	Lexington/Co. Rd. D Gateway	\$366,000
Apr-01	Osseo	Bell Tower Commerce Ctr.	\$127,300
Apr-01	St. Paul Port Authority	Phalen Blvd / Westminster Bus.Ctr	\$2,300,000
Oct-00	MCDA	Grain Belt Brewery (See April 00)	\$74,620
Oct-00	St. Paul Port Authority	Maxson	\$1,200,000
Oct-00	MCDA	Stremel Mfg.	\$147,488
Oct-00	St. Louis Pk. EDA	Park Commons	\$421,942





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### Rental Rehabilitation Deferred Loan Program


**Rental Rehabilitation Deferred Loan Program**  
Offers financing to rental property owners of housing that is rented to low and moderate income tenants to make repairs to the property that extend the life of the property and improve the living conditions for the tenants.

[Review Application Checklist](#)

[Click Here to Download Application.](#)

[Minnesota Housing Finance Agency's RRDJ Application Form Site](#)

Any questions call 1-800-832-6082, ext. 123



### Rental Rehabilitation Deferred Loan Program

Offers financing to rental property owners of housing that is rented to low and moderate income tenants to make repairs to the property that extend the life of the property and improve the living conditions for the tenants.

**Eligibility Requirements:**

- Properties within the city limits of Aitkin, Onamia, Milaca, Princeton, Isanti, Cambridge, Braham, Mora, Hinckley, Pine City, Cloquet, Carlton, North Branch, Chisago City, Lindstrom or Center City will be funded before properties in other communities within the counties of Aitkin, Carlton, Chisago, Isanti, Kanabec, Mille Lacs and Pine.
- Dwelling must house low to moderate income tenants at the time of application and during the effective period of the loan.
- Unit(s) must be rented at affordable rents, established by HUD, by county.
- Building must be eight units or less, single family home or duplex and be a permanent structure.

**Income Limits for Tenants:**

County	Income Limit
Chisago and Isanti	66,200
Aitkin, Carlton, Kanabec, Mille Lacs and Pine	58,400

**Affordable Rent Rates:**

County	Efficiency	1 Bedroom	2 Bedroom	3 Bedroom
Aitkin	553	592	711	822
Carlton	683	710	853	986
Chisago	674	721	868	1001
Isanti	662	709	852	984
Kanabec	572	613	736	861
Mille Lacs	558	613	736	861
Pine	524	561	673	778

**Deferred Loan Details:**

- 25% of the loan will be forgiven for maintaining income and occupancy requirement during the loan term (5% is forgiven each of the last five years);
- Balance is due in full at the end of the loan term;
- Loan is structured as an end loan, so it takes the least senior lien position;
- Loan can be prepaid at any time but the rent and income restrictions remain in place for the effective period;
- A pre-payment fee of \$1500 or 1% of 1% of the principal will be charged by Minnesota Housing;
- Property owner must contribute 5% of the soft costs to administer the project;
- \$100/unit application fee is required at application submission and is refundable when the project starts construction or the application is denied due to lack of funding;
- If a property owner borrows:
  - \$25,000 to \$99,000 the loan term is 10 years and the effective period is 5 years
  - \$100,000 or more the loan term is 15 years and the effective period is 10 years

**Eligible Repairs:**

- Exterior repairs (roofing, siding, windows, doors, etc.)
- Code violation corrections
- Ramps and accessibility conversions (grab bars, wider doorways, etc.)
- Energy improvements (heating systems, insulation, etc.)

• Interior repairs (plumbing, electrical, etc.)

**Definitions:**

**Loan Term:** The length of time that the property will have a lien against it, in the amount that was borrowed to conduct the rehabilitation activities. This can be extended to 30 years or to the remaining term of any senior debt in place at the time of the loan closing. Loan terms beyond 15 years will have a 15 year effective period.

**Effective Period:** The length of time that the property owner is required to rent to persons meeting the income requirements at the affordable rent rates. Minnesota Housing Finance Agency will monitor this directly with the property owner.

### Partnering to End Poverty

\*It is not the purpose of this website to identify all eligibility requirements of the various programs, priority for program services or availability of funding to provide the service.



Our Mission is to build prosperous communities by serving local families and individuals in their pursuit of self-reliance.

Home	Programs	Agency Info	Applications	Employment	Volunteer	Newsletter	Reports
<h3>Housing Rehabilitation Loan Program</h3> <p><b>Minnesota Housing Finance Agency Rehabilitation loan Program</b> Offers financing to eligible households to make basic permanent repairs to their home which can also include making improvements for handicap accessibility.</p>							

**Minnesota Housing Finance Agency Rehabilitation loan Program**

Provides funds to help homeowners make basic permanent repairs to their home. Financing is in the form of a forgivable loan with a fifteen (15) year term at 0% interest. The loan is forgiven after the fifteen (15) year term. However, during that time, the loan will be due on sale, title transfer, or if the property ceases to be the homeowner's primary place of residence.

Lakes and Pines administers the Minnesota Housing Finance Agency Programs within the counties of Aitkin, Carlton, Isanti, Kanabec, Mille Lacs, and Pine. [Chisago County MHFA services are provided by the Housing and Redevelopment Authority and Economic Development Authority]

**How do I qualify for housing assistance?**

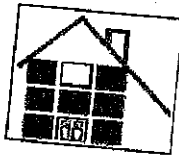
- You must own the property to be improved
- It must be your principal place of residence
- Must meet income guidelines set by Minnesota Housing
- Must be current with your mortgage payment and property taxes
- The net value of your assets can not exceed \$25000 (Excludes home, furnishings, and one vehicle)
- Must carry home owner's insurance on home

*\*single-family homes, duplexes and manufactured housing taxed as real or personal property are eligible for this program.*

[Protect Your Family From Lead in Your Home \(EPA\)](#)  
[Renovate Right: Lead Hazard Information for Families, Child Care Providers and Schools \(EPA\)](#)

### Partnering to End Poverty

\*It is not the purpose of this website to identify all eligibility requirements of the various programs, priority for program services or availability of funding to provide the service.



## Central Minnesota Housing Partnership, Inc.

Home  
Meet our Staff  
1st Time Homebuyer  
Education & Counseling  
Rental Properties  
Rehabilitation Programs  
Homeownership  
Opportunities  
Continuum of Care  
Planning & Development  
Community Land Trust

### Rehabilitation Programs

The Central Minnesota Housing Partnership helps to maintain affordable housing through a variety of rehabilitation programs. These programs provide assistance to homeowners and rental property owners, and also commercial property owners. Below is information about the rehabilitation programs we are currently administering.

#### Rental Rehabilitation Deferred Loan Pilot Program (RRDL)

Central Minnesota Housing Partnership has received a \$2 million RRDL funding allocation for 2014-2015 rehabilitation projects. Our program is available to eligible properties of six or more units located in these counties: Aitkin, Benton, Carlton, Cass, Chisago, Crow Wing, Isanti, Kanabec, Mille Lacs, Morrison, Pine, Sherburne, Stearns, Todd, Wadena and Wright (excluding the city of St. Cloud).

RRDL funding is provided to approved owners and properties as a 0% interest deferred loan. Funds can be used to cover the costs of eligible project soft costs and rehabilitation items. Common rehab items include roofing, siding, windows, doors, floor coverings, painting, appliances, plumbing, HVAC and mechanical systems. RRDL funding is only be available to properties meeting rent and tenant income limit requirements. In addition, owners of approved projects must agree to maintain rent and income limits for a set compliance period based on the term of the loan.

Program highlights include:

- Loans up to \$25,000 per unit with a maximum RRDL loan of \$300,000 available per project
- Financing structured as a 0%, deferred construction loan
- Loan terms between 10 to 30 years available
- 25% of loan may be forgivable in the last 5 years of program compliance
- 2014 RRDL tenant income limits and rent limits

#### APPLICATIONS NOW BEING ACCEPTED FOR 2014-2015 PROJECTS!

CMHP is now accepting completed application packages for 2014 funding. Applications will be accepted and reviewed on a first come, first served pipeline basis.

#### Application Materials

Below are links to all application materials. It is suggested that applicants read through the instructions and notes before proceeding with the application.

- RRDL Borrower Application (fillable form)
- RRDL Application Instructions
- RRDL Application Instructions - additional notes
- Environmental Certification
- Characteristics of Tenant Households spreadsheet
- Government Data Practices Disclosure Statement
- Lead Addendum (pre-1978 property only)
- Protect your Family from Lead brochure (pre-1978 property only)
- Lead Safe Certified Guide to Renovate Right brochure (pre-1978 property only)
- Zoning letter template
- Ownership Organizational Documents Requirements
- Existing Mortgage Holder Consent template letter

Please note, only completed applications with all required attachments will be accepted. Application instructions and notes are provided to make the application process as simple as possible. If you have questions please do not hesitate to contact me. Applications should be submitted to:

Central Minnesota Housing Partnership, Inc.  
Attn: Jason Krebsbach  
37 - 28th Ave. North, Suite 102

### Rental Rehabilitation Deferred Loan Program:

CMHP received a \$2 million allocation of funds for 2014-2015. Applications will be accepted and reviewed on a pipeline basis.

St. Cloud, MN 56303

For more information about this program, please contact Jason Krebsbach, Community Development Director at (320) 258-0672 or [jason@cmhp.net](mailto:jason@cmhp.net)

### Small Cities Development Program

The Small Cities Development Program is overseen by the Minnesota Department of Employment and Economic Development (DEED). This federally funded program provides financing for owner-occupied rehabilitation, rental property rehabilitation and commercial rehabilitation. The types of funding available in a specific community are determined by assessing a community's need and resident interest. Central Minnesota Housing Partnership works with cities to prepare and submit preliminary proposals and full applications through DEED's competitive application and award process. Features of the program include:

- 0% deferred loans forgivable loans and low interest loans for needed repairs
- Favorable owner match funds requirements
- Eligible homeowners may use SCDP funds for items such as: roofing, gutters, siding, windows, doors, insulation, HVAC, electrical, plumbing and to address required lead paint remediation items
- Eligible commercial owners may use SCDP funds for items such as: roofing, siding/brickwork, doors, windows, insulation awnings/signs, HVAC mechanical systems, code issues and accessibility modifications

The following communities currently have an open SCDP award and applications are being accepted from owners.

**Pierz/Little Falls/Royalton - LIMITED FUNDS REMAIN:** Applications are currently being accepted for commercial rehabilitation funding. Please view the links below for a printable application, program policies and procedures and additional application documents.

#### Commercial forms

- SCDP commercial application
- PLFR commercial policies & procedures
- DUNS number request instructions

**Sebeka - LIMITED FUNDS REMAIN:** Applications are currently being accepted for owner-occupied (homeowner) rehabilitation and commercial rehabilitation funding. Please view the links below for a printable application, program policies and procedures and additional application documents.

#### Homeowner forms

- SCDP owner-occupied application
- Sebeka owner-occupied policies and procedures
- Lead based paint information
- Fair housing information

#### Commercial forms

- SCDP commercial application
- Sebeka commercial policies and procedures
- DUNS number request instructions

**St. Joseph:** Applications are currently being accepted for owner-occupied (homeowner) rehabilitation funding. Please view the links below for a printable application, program policies and procedures and additional application documents.

- SCDP owner-occupied application
- St. Joseph owner-occupied policies and procedures
- Lead based paint information
- Fair Housing information

**Staples:** Applications are currently being accepted for owner-occupied (homeowner) rehabilitation and commercial rehabilitation funding. Please view the links below for a printable application, program policies and procedures and additional application documents.

#### Homeowner forms

- SCDP owner-occupied application
- Staples owner-occupied policies and procedures
- Lead based paint information
- Fair housing information

#### Commercial forms

- SCDP commercial application

- \* Staples commercial policies and procedures
- \* DUNS number request instructions

**Deerwood:** Applications are currently being accepted for owner-occupied (homeowner) rehabilitation funding. Please view the links below for a printable application, program policies and procedures and additional application documents.

- \* SCDP owner-occupied application
- \* Deerwood owner-occupied policies and procedures
- \* Lead based paint information
- \* Fair Housing information

SCDP applications and all required attachments should be mailed to:

Central Minnesota Housing Partnership, Inc.  
Attn: Greg Alkire  
37 - 28th Ave. North, Suite #102  
St. Cloud, MN 56303

**For more information about the Small Cities Development Program please contact Greg Alkire, Program Manager, at (320) 258-0673 or [greg@cmhp.net](mailto:greg@cmhp.net)**

37 28th Avenue North, Suite 102 - St. Cloud, MN 56303 - (320) 258-0393 - Fax: (320) 259-9590



### **173.15 PROHIBITED ADVERTISING DEVICES.**

After June 8, 1971 no advertising device shall be erected or maintained:

- (1) which purports to be or resembles an official traffic-control device, sign, or signal, or railroad sign or signal; or which hides from view or interferes in any material degree with the effectiveness of any traffic-control device, sign, or signal, or railroad sign or signal, or which obstructs or interferes with the driver's view of approaching, merging, or intersecting traffic for a distance not to exceed 500 feet;
- (2) which prominently displays the word "stop" or "danger";
- (3) which contains statements, words, or pictures of an obscene, indecent, or immoral character, or such as would offend public morals or decency;
- (4) on any right-of-way of the interstate system of highways, except as otherwise provided by law or allowed by the commissioner;
- (5) on private land without the consent of the owner or occupant thereof;
- (6) on trees, shrubs, or which are painted or drawn upon rocks or natural features, or on public utility poles;
- (7) which has distracting flashing or moving lights so designed or lighted as to be a traffic hazard;
- (8) to which access can be obtained only from an interstate main-traveled way but excluding frontage roads adjacent thereto;
- (9) which are structurally unsafe, are in disrepair, or are abandoned.

**History:**

1965 c 828 s 15; Ex1967 c 9 s 15; 1971 c 883 s 9

## Minnesota Administrative Rules

Authenticate

### **8810.0500 PROHIBITED SIGNS AND MAINTENANCE.**

**Subpart 1. Signs.** All signs erected or encroaching on any right-of-way or sign easement are illegal and must be removed.

Advertising devices with copy, message, or displays using words, color, statements, or illustrations which might imply official direction or control of traffic are prohibited.

**Subp. 2. Maintenance.** Maintenance of advertising devices which can only be serviced from the right-of-way of the interstate system of highways or controlled freeways is prohibited, except such devices may be serviced from frontage or service roads where they occur.

**Statutory Authority:** *MS s 173.01; 173.06*

**Published Electronically:** *August 6, 2012*

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## Minnesota Administrative Rules

Authenticate**8810.0900 SIGNS IN BUSINESS AREAS.**

**Subpart 1. Areas within corporate limits.** Subject to the provisions of Minnesota Statutes, section 173.16 (signs erected after June 7, 1971, in a business area within a corporate limit), the maximum area of a sign face shall not exceed 1,000 square feet including border and trim, but excluding base and apron supports and other structural members. Maximum size limitation shall apply to each side of a sign structure and signs may be placed back to back, side by side, or in a V-type construction, but not more than two displays to each side of a sign structure.

**Subp. 2. Areas outside corporate limits.** Subject to the provisions of Minnesota Statutes, section 173.16 (signs erected after June 7, 1971, outside of a corporate limit in a zoned or unzoned business area), the maximum area of a sign face shall not exceed 750 square feet including border and trim, but excluding base and apron supports and other structural members. Maximum size limitation shall apply to each side of a sign structure and signs may be placed back to back, side by side, or in a V-type construction but not more than two displays to each side of a sign structure.

**Subp. 3. Nonrecognition of area.** For the purposes of Minnesota Statutes, section 173.02, subdivision 17, a business area shall not be recognized when the land on which the activity is conducted is operating on a grandfather clause, special use, variance, or temporary permit.

**Subp. 4. Termination of classification.** For the purposes of Minnesota Statutes, section 173.02, subdivision 17, if a business area is rezoned or ceases to meet the requirements of the law, these rules, or any other authority, such business area shall cease to exist and any then legal advertising device existing therein at such time shall become a legal nonconforming device.

**Subp. 5. Unzoned areas.** The establishment of an unzoned business area does not abrogate any more restrictive criteria established by law, this rule, or any other authority.

**Statutory Authority:** *MS s* 173.01; 173.06

**Published Electronically:** *August 6, 2012*

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## Barnum Elementary - Observation Notes

On October 22, 2014 from 7:30am – 8:20 a.m. - ARDC and SRTS team members watched student arrival. The weather was cold clear and 37 degrees. School begins at 8:30 a.m. Dismissal at 3:00 pm, the team observed from 2:45-3:15 p.m., the weather was clear and 57 degrees. 416 k-6 students enrolled.

### Existing Conditions

#### **School Infrastructure**

##### Bike Racks

- 1 located in front of school

##### Pedestrian Paths

- Limited, section outside of school, and crosswalk to parking lot connector

#### **Community Infrastructure around Barnum Elementary**

##### Sidewalks

- Located just in front of school, non within immediate 2 block radius otherwise

##### Bike Route

- No designated on-street route

##### Streets

- North street is in fairly good shape
- Goodell/L shape road is in very poor condition

##### Intersections

- **North / Hwy 61:** stop sign and signed crosswalk, however is very out of the way of walkers path and uses highway shoulder and leads to roadside shoulder
- **North / Carlton:** 4 way stop
- **North / Goodell:** Stop sign and cross walk

## Drop Off/Arrival

### Walkers/Bikers

- Quite a few walkers (5-7+), two I saw from 61 (others diverted to playground / back door) a few others were walking the wrong side of the road down North St. From Carlton
- 3 bikers, 2 from Goodell and 1 from the Carlton (east side)
- 

### Bus System

- Buses entered from the west (Hwy 61)
- Drop off in designated side lot area, right in front of doors.
- Minimal hazardous interactions

### Parent Drop-off (Car)

- 60-75 Cars dropping off
- A few drop offs on the opposite side of North Street. Notice a few u turns and many distracted drivers
- Majority of drivers properly maneuvered the crosswalk

### Crossing Guards/Patrols

- 2 student patrols – walk along Stine to cross any students that may be walking to school between 7:55 \*\* Continued to be walkers/bikers and heavier traffic as arrival neared the tail end.\*\* Opportunity for improvement
- No adult supervision outside of view through office windows

### Traffic

- Traffic levels were reasonable, mode split helps a lot.
- A few cars drop off on the opposite side of the street, witnessed two u turns
- A few cars overshot the drop off and merged into the handicap spot to drop off
- A few vehicles stayed for 15+ min, but timing caused minimal if any delay
- Many distracted drivers on cell phones

## Dismissal/Pick-up

### Parent Drop-off (Car)

- Parents started lining up at 2:40. About 7 deep on North side of North St., 3-4 on South side, Cars parked in parking lot, and on both sides of Goodell.
- Majority of students leaving front of school are picked up)

### Bus System

- 10-11 Buses line up in two rows in designated west lot.
- Once students are loaded, buses all leave, one by one, in an orderly fashion
- One bus line crosses Hwy 61, and begins dropping off students immediately upon crossing onto 'Old Hwy 61'

### Walkers/Bikers

- Bikers left down Goodell, main concern is restricted lane access due to parked cars on each side, and poor road conditions (pot holes throughout).
- A group of approximately 10 walkers departed after much traffic is gone (3:10 ish) and are accompanied by crossing guards.
- Additional walkers in the afternoon (more than likely drop offs in the morning when parent is going to work)

### Crossing Guards/Patrols

- Cross walk crossing guards are out prior to school dismissal (2:55)
- Patrols accompany walkers and bring them all the way home (4-5 blocks away in some instance)

### Traffic

- Increased amounts of U-turns
- Most traffic flowed out onto 61 or around Goodell
- Follow crossing guard instructions well

## AGENDA ITEM

CITY OF BARNUM

MEETING DATE: November 10, 2014

<b>ITEM CATEGORY:</b> Zoning Report	<b>TITLE OF ITEM FOR CONSIDERATION:</b> Zoning Report	<b>ORIGINATED BY:</b> Kris Asperheim
<b>PREVIOUS ACTION ON THIS ITEM:</b>		

**BACKGROUND:** Following is a brief overview of the department since the last council meeting in addition to the routine activities required each month:

- A building permit was issued a new garage at 3756 Main St.
- A building permit was issued for a re-roof at 3750 Fair St.
- There was a Planning Commission meeting November 6<sup>th</sup>; the current Sign Ordinance was discussed, staff will look into re-wording a couple of sections, the old Creamery building is in the process of being demolished; the DNR flood properties are completed; the size of the Post Office stop sign was discussed; non-conforming buildings were discussed, the next meeting will be scheduled at a later date.
- We had 2 vacant homes purchased this last month ☺

## AGENDA ITEM

CITY OF BARNUM

MEETING DATE: November 10, 2014

<b>ITEM CATEGORY:</b> Utilities Report	<b>TITLE OF ITEM FOR CONSIDERATION:</b> Public Works Status Report	<b>ORIGINATED BY:</b> Brett Collier
<b>PREVIOUS ACTION ON THIS ITEM:</b>		

**BACKGROUND:** Following is a brief overview of the department since the last council meeting:

- The wellhouse has been cleaned up and is ready for winter
- Went with Kris to pickup the election equipment
- The lift station is ready for winter
- Numerous repairs have been completed at the Liquor Store
- Lined up the Christmas decorations to be installed after Thanksgiving
- All equipment is ready for winter
- Had furnace repair work done at the City Shop



## AGENDA ITEM

**CITY OF BARNUM**

**MEETING DATE:** Nov. 10, 2014

<b>ITEM CATEGORY:</b>	<b>TITLE OF ITEM FOR CONSIDERATION:</b>	<b>ORIGINATED BY:</b>
Liquor Dept.	Liquor Report	Bernadine Reed
<b>PREVIOUS ACTION ON THIS ITEM:</b>		

There have been issues with the new POS system that have resulted in a change of software. The POS software has been changed from InfoPOS to MicroSale, work will continue to have the system operational as quickly as possible.

Autofryer: The machine is still not repaired; the manufacturer and repairman have been trying several different parts and troubleshooting without success.

A partial physical inventory has been completed and variance adjustments made, outdated product has been removed and inventory reduction is in process.

A staff meeting was held on October 19<sup>th</sup>, Northern Pine Riders did a training on proper pull tab handling.

I am working on scheduling a servers training and researching other training opportunities for the employees.

An administrative committee was held to review management options, additional budget information and analysis was requested prior to recommendations.

## AGENDA ITEM

**CITY OF BARNUM**

**MEETING DATE:** November 10, 2014

<b>ITEM CATEGORY:</b>	<b>TITLE OF ITEM FOR CONSIDERATION:</b>	<b>ORIGINATED BY:</b>
Old Business	2012 Flood Update	Bernadine Reed
<b>PREVIOUS ACTION ON THIS ITEM:</b>		

### **BACKGROUND:**

Final payments have been received from FEMA and HSEM for the 2012 flood for public property damage programs and flood buyback programs.

A 2012 Flood fund was created to track receipts and expenses of the flood, this fund recorded \$793,490.02 of expenses and \$766,662.21 of receipts. The balance left unfunded in the flood fund is \$26,827.81; this amount is the City's share plus expenses that were charged to the flood account that did not meet the criteria for funding programs.

Authorization is requested for a fund transfer as listed below to close-out the 2012 Flood fund:

- Flood Fund to General Fund - \$13,440.35
- Flood Fund to Sewer Fund - \$13,387.46

### **FINANCIAL IMPLICATIONS OF ACTION:**

## AGENDA ITEM

**CITY OF BARNUM**

**MEETING DATE:** Nov. 10, 2014

<b>ITEM CATEGORY:</b>	<b>TITLE OF ITEM FOR CONSIDERATION:</b>	<b>ORIGINATED BY:</b>
New Business	Certification of delinquent water and sewer charges to tax levy	Bernadine Reed
<b>PREVIOUS ACTION ON THIS ITEM:</b>		

**BACKGROUND:**

Per City Ordinance #54.05, request is made to certify to taxes delinquent water and sewer accounts. Notification has been sent to all accounts with a delinquent amount with an invitation to address the City Council at this meeting.

**DRAFT MOTION:**

Motion authorizing the certification of delinquent water and sewer charges to the Carlton County Auditor for collection as taxes.

**FINANCIAL IMPLICATIONS OF ACTION:**