

SANDSTONE CITY COUNCIL
WEDNESDAY – JANUARY 17, 2018
6:00 p.m.
AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Additions or Corrections to the Agenda
5. Petitions or Complaints by Residents and/or Council members
(Comments from Visitors must be informational in nature and not exceed (5) minutes per person. The City Council generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. It is unacceptable for any speaker to slander or engage in character assassination at a public City Council meeting.)
6. Public Hearing: None
7. Special Item of Business:
 - a. River Bluff Project – Neighborhood Meeting (at 7:00 p.m.)
8. Consent Agenda:
 - a. Approval of Meeting Minutes: January 3, 2018 (pgs. 3-9)
 - b. Small Cities Development Program Policies (pgs. 10-14)
 - i. Prohibition of Excessive Force Policy
 - ii. Certification for a Drug-Free Workplace
 - iii. Residential Anti-displacement and Relocation Assistance Plan
9. Old & Continuing Business: None
10. New Business
 - a. Adopt City Ordinance 20180117-01 rescinding City Code Section 1320 – Driver’s Licenses and Registration of Motor Vehicles (pgs. 15-16)
 - b. Adopt City Ordinance 20180117-02 rescinding City Code Section 911.03, Subd 2 – Dog Registration Required (pgs. 17-19)
 - c. Adopt City Ordinance 20180117-03 rescinding City Code Section 1160.13 – Contributions to City (Gambling) (pgs. 20-21)
 - d. Adopt City Ordinance 20180117-04 rescinding City Code Sections 305.31, 305.33, 305.35, 305.37 (pgs. 22-25)
11. Reports
 - a. Fire Department Report (pg. 26)
 - b. Library Report (pg. 27)
 - c. Park & Rec Commission Meeting – January 12, 2018 (pgs. 28-30)
 1. Special Event Permit – Boy Scout Troop 67 (pgs. 31-32)
 - d. Planning Commission Meeting – January 10, 2018 (pgs. 33-41)
 1. Adopt City Ordinance 20180117-05 adding City Code 911.14 – Keeping of Chickens
 2. Adopt City Ordinance 20180117-06 approving summary publication of City Code 911.14
 3. Adopt City Ordinance 20180117-07 amending City Code 911.01 – Definitions
 4. Adopt City Ordinance 20180117-08 amending City Code 911.07 – Farm Animals
 - e. Financial Reports
 1. Cash Balance, Revenue & Expenditure Report – December 2017 (pg. 42)
 2. Vendor Approval Summary Report – January 3, 2018 (Paid Claims) (pg. 43)
 3. A/P Clerk Claims – January 4, 2018 – January 17, 2018 (Unpaid Claims) (pgs. 44-51)
 4. Morgan Stanley Account Statement – December 2017 (pgs. 52-56)
12. Written Notices and Communications
 - a. Thank You Note from ETA (pg. 57)
 - b. ECRDC - Region 7E Legislative Round Table on Broadband Internet (pg. 58)
13. Administrator’s Report
14. Adjourn

UPCOMING MEETINGS

January 15	CITY HALL CLOSED – MARTIN LUTHER KING JR DAY
January 17	9:00 a.m. – Old Highway 61 Meeting
January 17	6:00 p.m. – City Council Meeting
January 17	7:00 p.m. – River Bluff Avenue Neighborhood Meeting
January 18	10:00 a.m. – Meet w/MN DOT re HWY 123 Project
January 22	10:30 a.m. – NLX / Technical Advisory Committee (TAC)
January 22	9:00 p.m. – Sandstone Fire Relief Association Meeting
January 23	6:30 p.m. – Hospital District Meeting
January 24	10:00 a.m. – Northern Lights Express (NLX) Advisory Commission Meeting
January 24	6:00 p.m. – EDA Meeting
January 25	1:00 – 8:00 p.m. – SCDP Appointments w/Homeowners
January 26	10:00 a.m. – GPS 45:93 Meeting
January 30	6:00 p.m. – Pine County Local Government Officials Meeting
February 1	9:30 a.m. – Pine County Housing Initiative Meeting
February 1	10:30 a.m. – East Central Housing Organization (ECHO) Meeting
February 5	7:00 p.m. – ECRDC Region 7E Broadband Round Table Discussion
February 7	6:00 p.m. – City Council Meeting
February 9	8:00 a.m. – Park & Rec Commission Meeting
February 12	3:00 p.m. – Sandstone History and Art Center Meeting
February 14	Noon – Sandstone Area Chamber of Commerce Meeting
February 14	7:00 p.m. – Planning Commission Meeting

Sandstone City Council Meeting Minutes
January 3, 2018

CALL TO ORDER: 6:00 p.m.

ROLL CALL: Kester, Franklin, Spartz, Devlin and Palmer

Members absent: none

Staff present: Administrator George

Others present: Deputy Workman, Deputy M. Anderson

PLEDGE OF ALLEGIANCE:

Council, guests and staff recite pledge of allegiance.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Motion Devlin, second Franklin, to approve the agenda with the addition of Sheriff's Deputy Report. Motion carried 5-0.

SPECIAL ITEMS OF BUSINESS:

Sheriff's Deputy Report

Deputy Workman and Deputy Anderson were present to report on December activity, noting that it was a busy and cold month. Call summary included 12 suspicious activity, 7 disturbances, 12 alarm calls, 5 thefts, 1 assault, 1 domestic. There was 4-5 pages of calls, including civil matters.

Workman asked about the City Ordinance for snowmobiles and ATVs. Council Members stated that there are travel paths that are to be followed in and out of town. The Administrator will provide the deputies with the ordinance and map of travel paths.

Anderson reported on an incident at Arlen Kranz Ford where he was able to follow fresh tracks in the snow to find a person hiding in the back of one of the pickup trucks. The person was issued a citation.

The deputies have been watching an increase in foot and vehicle traffic at the laundromat. The owner of the business asked the deputies to kick people out if they are not actually doing laundry.

Approximately \$200-worth of items were stolen from the Family Dollar store; three parties were arrested.

Recently, a suspect was arrested and a lot of mail was found inside his vehicle; officers are investigating the matter further to see if it is related to previous thefts that occurred at the City's drop box, the Sandstone Post Office, and the Askov Post Office.

The Deputies have been giving out warning tickets for winter parking violations; they have noticed that people are moving their vehicles after receiving the warning. If a vehicle is not moved, Workman stated that he will notify the City because the Sheriff's Department does not tow; the City will have to do that.

Council Members asked the Deputies to check on semi trucks that are parking on 123 in front of Family Dollar to unload. This practice is causing a safety concern, creating a visual hazard.

PETITIONS OR COMPLAINTS BY RESIDENTS AND/OR COUNCIL MEMBERS:

Council Members have heard from hockey enthusiasts who are happy to see the hockey rink getting flooded. They also noticed that the street lights downtown are all in working order.

PUBLIC HEARING: None

CONSENT AGENDA:

Motion Franklin, second Devlin, to approve the following Consent Agenda items:

- c. **Approval of Meeting Minutes: December 20, 2017**
- d. **Adopt Resolution 20180103-01 – Designate official polling place**
- e. **Adopt Resolution 20180103-02 – Designate official depositories**
- f. **Designate City Council meeting dates for 2018**
- g. **Designate City pound**
- h. **Designate Building Official to administer Building Code**
- i. **Appoint Administrator as GPS 45:93, NLX, ECHO, and Old Hwy. 61 representative**

Motion carried 5-0.

**Motion Palmer, second Devlin, to designate the official newspaper as the *Pine County Courier*.
Motion passed 4-0, with Franklin abstaining because he is the owner of the newspaper.**

Mayor Spartz asked for discussion about the content of the minutes that are published in the newspaper. Currently, just the motions are published – no discussion or additional details. There is a statement that the complete document is available at City Hall. Staff will add a statement that they are also available on the City’s website.

OLD & CONTINUING BUSINESS: None

NEW BUSINESS:

Appoint or Affirm Board, Commission, Committee Members for 2018

The Council reviewed the list of current members on various Boards, Commissions & Committees.

Motion by Franklin, second by Devlin, to reappoint Andrew Spartz to the Planning Commission for a 3-year term and Council Member Phillip Kester as Deputy Mayor for 2018. Motion passed 5-0.

The Council discussed whether or not some of the committees that have been established over the years are still necessary. After discussion, **motion by Franklin, second by Palmer, to dissolve the following committees:**

- * **Development Committee**
 - Community Development Advisory Commission**
- * **Kettle River Center Advisory Board**
- * **Golf Course Advisory Board**
- * **Community Festival Advisory Commission**
- * **Intergovernmental Committee**
- * **Rail Committee**
- * **Wild River**
- * **Loan**

Motion passed 4-0, with Devlin opposed stating that he would like to see some oversight through the “Loan Committee” of the recent City practice to perform sewer or water connection work for property owners and then assess the costs onto their property taxes. This practice will be addressed in the Special Assessment Policy that the Administrator is working on.

The following existing appointments were affirmed:

Economic Development Authority

Phillip Kester, President
Val Palmer, Vice-President
Peter Spartz, Treasurer
Brandon Devlin
Tim Franklin
Brian Warner
Kris LaBounty
Kathy George, Executive Director
Kara Nelson, Recording Secretary

Planning Commission

Randy Riley, Chair
Rene Stadin, Vice-Chair
Reese Frederickson
Andrew Spartz
Steve Palmer
Cassie Gaede
Cassandra Linder
Peter Spartz, Council Liaison

Park & Rec Advisory Commission

Dave Barsness, Chair
Dorothy Dybvig
Mary Franklin
Karry White
Tony Vavricka
Eric Sturtz
VACANCY
Tim Franklin, Council Liaison

Fee Dispute Resolution Committee

Tim Franklin
Eric Spartz

Finance Committee

Val Palmer
Peter Spartz

Library Board

Peter Spartz, Council liaison

Fire & Rescue Committee

Peter Spartz
Brandon Devlin

Negotiation Committee

Peter Spartz
Brandon Devlin

Personnel Committee

Peter Spartz
Phillip Kester

Rental Appeal Board

Val Palmer

Consider Resolution 20180103-03 – Adopt 2018 Fee Schedule

The Council reviewed the Fee Schedule with the Administrator. The proposed 2018 Fee Schedule has been updated to include various fees that are established in City Codes but were not previously listed on the Fee Schedule. Through the review process, the following changes were made:

- (1) City Code Section 1160.13 – Lawful Gambling – Contributions to City can be rescinded.
- (2) Late Payment Fee was changed from 12% to 10%, which is what is stated in City Code.
- (3) The Park & Rec Advisory Commission will be asked to consider adding a section in City Code to regulate Commercial Use of all City Parks, not just Robinson Park.
- (4) City Code Section 911.03, Subd 2 – Animal Control - Dog Registration Required, can be rescinded.
- (5) Staff will follow up to see if the City still issues Burning Permits or if this is only done by the DNR now.

- (6) The Water Rate per Gallon is increasing from 5.30 to 5.35/1000 gallons.
- (7) The Water Base Fee is increasing from 13.63 to 14.13.
- (8) The Sewer Rate per Gallon is increasing from 4.15 to 4.30/1000 gallons.

Motion Franklin, second Spartz, to approve the 2018 Fee Schedule as recommended by Staff with the noted additional changes. Motion passed 5-0.

Northern Lights Express (NLX) Alliance – Request for Participation

The City has been involved with the Northern Lights Express (NLX) Alliance for a number of years. In 2017, the City included \$1,500 for the NLX in the EDA budget. This line item is also included in the 2018 EDA budget.

The City received a letter from the Alliance requesting financial support. In exchange for the \$1,500 amount, the City would earn a voting position on the Alliance’s Technical Advisory Committee. This committee meets monthly and advises the Alliance Board on specific issues, working on various projects and tasks as assigned by the Board.

Motion Spartz, second Palmer, to approve the payment of \$1,500 to the NLX Alliance from the EDA budget as requested. Motion passed 4-0 with Devlin opposed.

Proposed Staff Changes

Assistant Deputy Clerk Tesla Chester has resigned her position. Her last day was Friday, December 29th.

The main duties of the Assistant Deputy Clerk include processing the mail, filing, answering the phone, accounts receivable/accounts payable, Fire Formula billing, Rental Inspection documentation.

The City Administrator proposed the following:

- (1) Eliminate the Assistant Deputy Clerk position
- (2) Change the Utility Billing position to Deputy Clerk / Utility Billing
- (3) Increase the base pay of the Deputy Clerk and Deputy Clerk / Utility Billing positions to \$22.00/hour
 - * The current base pay for the Deputy Clerk is \$20.72/hour
 - * The current base pay for the Utility Billing Clerk is \$17.54/hour
- (4) Eliminate the “Tech Hours” in the budget
- (5) The Assistant Deputy Clerk duties would be absorbed by the two Deputy Clerks
- (6) Move the Deputy Clerk / Utility Billing desk to the front office
- (7) The two Deputy Clerks would work in tandem – covering for each other, backing each other up, cross training on their respective duties

The effect of this change increases the 2018 payroll expense by \$1,201; however, the Administrator stated that she is comfortable with that increase and feels that there is some “wobble room” in the budget.

Council Members questioned which Deputy Clerk would be the back up when the City Administrator is absent. The Administrator stated that they would both work together to handle whatever situation arises. They questioned how these changes affect the Union contract. The Administrator will communicate with the Union representative. There was discussion about how these changes might affect the Pay Equity Report that is due every three years. The Administrator stated that Pay Equity is concerned with

measuring differences between male-dominated positions and female-dominated positions to ensure that female-dominated positions are not disadvantaged.

Motion Palmer, second Devlin, to approve the City Administrator’s proposal as presented. Motion passed 5-0.

Consider Ordinance 20180103-01 Rescinding City Code 620 Steam Baths; Public Restrooms

The Administrator recommended rescinding City Code 620 because it is obsolete and no longer relevant. The Code addresses construction requirements, ventilation, sanitation, materials, plumbing, gas and electrical installation, maintenance of facilities, health and disease control, personal cleanliness, linens, and requires such establishments to be licensed. Most of these items are all addressed in the Building Codes. **Motion Franklin, second Palmer, to adopt Ordinance 20180103-01 Rescinding City Code 620 Steam Baths; Public Restrooms. Motion passed 5-0.**

REPORTS:

EDA – December 27, 2017 Meeting

The EDA recommends the City Council appoint Kris LaBounty of Members Co-Operative Credit Union to fill the vacant seat. **Motion Palmer, second Franklin, to appoint LaBounty to the EDA. Motion passed 5-0.**

The EDA also:

- (1) approved two Purchase Agreements with Sandstone Development LLC for two lots at the Industrial Park. This approval starts a 90-day due diligence period, after which the EDA will hold a Public Hearing;
- (2) created a Task Force to look into options for attracting visitors to Sandstone during the 2018 MN Governor’s Deer Hunting Opener that will take place in the Hinckley area;
- (3) approved a proposal from Community Partners Research for a Housing Study at a cost of \$10,900;
- (4) authorized an EDA Business Breakfast, which will take place in March or April;
- (5) received updates on various issues: childcare, NLX, the Ford Dealership, etc.

PeopleService, Inc.

November reports were provided. The City also received a proposed rate increase for the 2018 Contract. In accordance with the contract, the maintenance/repair expenditure amount and monthly compensation are to be adjusted each year, January 1st, based on the change in the Consumer Price Index for All Urban Consumers.

Effective January 1, 2018, the following changes will occur:

- (1) Increase the annual maintenance/repair expenditure amount from \$9,736 to \$9,950 (a 2.2% increase) – this amount is included in the overall contract price, it merely sets aside this amount for maintenance/repair expenditures. If the operator exceeds this amount, the City has to reimburse PeopleService. Any unused monies will be refunded to the City.
- (2) Increase the monthly compensation from \$9,581 to \$9,792 (a 2.2% increase). This equates to an annual amount of \$117,504, plus meter reads which are currently at \$6,258.24, for a total of \$123,762.24. The 2018 budget allows for a total of \$129,650.

Motion Franklin, second Devlin, to authorize the Mayor to sign the acknowledgement. Motion

passed 5-0.

Financial Reports

The Council reviewed the Vendor Approval Summary Report – December 20, 2017 (Paid Claims) and the A/P Clerk Claims – December 21, 2017 through January 3, 2018 (Unpaid Claims). **Motion Devlin, second Palmer, to approve payment of claims as presented. Motion passed 5-0.**

WRITTEN NOTICES AND COMMUNICATIONS: The Council received an invitation to the Pine County Local Government Officials Meeting that will take place on January 30th at the Pine County Government Center. Pine County Sheriff Jeff Nelson and Pine County Attorney Reese Frederickson will be speaking on public safety.

ADMINISTRATOR’S REPORT: The Administrator reported on the following items.

Hockey Rink – The Fire Department and volunteers worked on flooding the rink on December 30th, laying out the new liner. The Fire Department will continue with flooding. A 12-foot gash/tear was discovered in the liner as it was unrolled. The Administrator will contact the vendor.

Lions Hill Skating Rink – The Fire Department has been working on flooding this rink as well. No applications have been received for Warming House Attendant. Council Members authorized the Administrator to work with a local civic organization that might be interested in covering the hours in exchange for a donation to their organization.

Small Cities Development Program – Two dates have now been set up for appointments to meet with homeowners and help them fill out the application materials. Ten appointments have been made so far.

NLX – A presentation was made before the Pine County Board to update them on the progress being made with the NLX project. The City of Sandstone still has a chance to have a maintenance facility in town. Potential jobs include 4 management positions, 16 electro-mechanic positions, and 12 support staff for an annual payroll, plus benefits, of about \$5 million.

Ice Fest – Ice Fest is this weekend. Staff has been doing extra plowing at Robinson Park and other things getting ready for the weekend.

2018 Governor’s Deer Opener – The Administrator has reached out to the Hinckley Convention & Visitors Bureau.

Fire Formula – The Administrator is working on the 2018 formula. Council Members stated that a meeting with the Townships typically takes place in February. They suggested the Administrator first meet with some of the individual Township members prior to that meeting.

Highway 23 – FY2022 Project – MN DOT is planning a mill & overlay project in FY2022 on Highway 23 from Oriole Street west to Askov. They are asking the City if there are any concerns with this stretch of roadway that could be addressed during the project. Council Members stated that there are flooding issues in this area from Oriole Street to Robin Street. They also questioned the status of the bike trail. The Administrator will follow up with the MN DOT representative.

Highway 123 – FY2021 Project – MN DOT is also planning a project on Highway 123 in FY2021. They plan to meet with the City on January 18th at 10:00 a.m. Street & Park Supervisor Mikrot will be included in the meeting, as well as Mike Johnson. Fire Department access should be discussed at the meeting, as well as fixing the curb cut for the Fire Hall.

City Hall Roof – The DMV office is back upstairs. Some coving work needs to be finished and the CIP conference room carpet still needs to be cleaned.

River Bluff Project – Neighborhood Meeting – The Council had talked about having a neighborhood meeting with the property owners that will be affected by the River Bluff Project. The meeting will take place at 7:00 p.m. on Wednesday, January 17th, following the Regular City Council Meeting.

T-Mobile Lease Renewal – The City has been contacted by the T-Mobile representative. They would like to start working on a renewal lease agreement. The current lease goes through 2019.

ADJOURN

Motion Franklin, second Kester, to adjourn at 8:45 p.m. Motion carried 5-0.

Peter Spartz, Mayor

Kathy George, Administrator

CITY OF SANDSTONE
Memorandum

TO: City Council
FROM: Kathy George, City Administrator
DATE: January 17, 2018
SUBJECT: Small Cities Development Program Policies

BACKGROUND: Requirements of the Small Cities Development Program include the City adopting the attached policies

ATTACHMENTS Prohibition of Excessive Force Policy
Certification for a Drug-Free Workplace
Residential Anti-Displacement and Relocation Assistance Plan

STAFF RECOMMENDATION: Adopt policies as proposed

ACTION REQUIRED: Motion _____, second _____
Approved ____ Denied ____ Other ____

Prohibition of Excessive Force Policy

The City of Sandstone prohibits the use excessive force by law enforcement agencies within its jurisdiction against individuals engaged in nonviolent civil rights demonstrations.

The City of Sandstone also will enforce applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction.

Mayor

City Administrator

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

City of Sandstone

Program/Activity Receiving Federal Grant Funding

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Signature	Date
X	

Residential Anti-displacement and Relocation Assistance Plan
under Section 104(d) of the Housing and Community Development Act of 1974, as Amended

The City of Sandstone anticipates participating in the Minnesota Small Cities Development Program. Through this participation, owner occupied and commercial rehabilitation will occur. The consequence of the proposed activities is that the potential for displacement exists, although it is not anticipated. The purpose of the Residential Antidisplacement and Relocation Assistance Plan is to describe the steps the City of Sandstone shall take to mitigate the adverse effects of displacement on low and moderate-income persons.

I. The **City of Sandstone** will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to use other than as low/moderate-income housing in connection with an activity assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR, Part 570.606 and 24 CFR, Part 42. All replacement housing will be provided within three years after the commencement of the demolition or conversion. Before entering into a contract committing the City of Sandstone to provide funds for an activity that will directly result in such demolition or conversion, the City of Sandstone will make public and submit to the Minnesota Department of Employment and Economic Development the following information in writing:

- A. A description of the proposed assisted activity;
- B. The location on a map and number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activities;
- C. A time schedule for the commencement and completion of the demolition or conversions;
- D. The location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data are not available at the time of the general submission, the City of Sandstone will identify the general location on an area map and the approximate number of dwelling units by size and provide information identifying the specific location and number of dwelling units by size shall be submitted and disclosed to the public as soon as possible;
- E. The source of funding and a time schedule for the provision of replacement dwelling units;
- F. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy;
- G. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units) is consistent with the housing needs of low and moderate-income households in the jurisdiction.

The City of Sandstone may request the Minnesota Department of Employment and Economic Development to recommend that the U. S. Department of Housing and Urban Development approve an exception to required replacement housing if there is an adequate local supply of vacant low/moderate-income dwelling units in standard condition. Exceptions will be reviewed on a case-by-case basis as described in 24 CFR, Part 570.488(c)(1)(B).

II. The City of Sandstone will provide relocation assistance, as described in 24 CFR, Part 570.488(c)(2), to any lower-income person displaced by the demolition of any dwelling unit or the conversion of a low/moderate-income dwelling unit to another use in connection with an assisted activity.

III. Consistent with the goals and objectives of activities assisted under the Act, the City of Sandstone will take the following steps to minimize the displacement of persons from their homes:

- 1.
- 2.

IV. Definitions for the purposes of this plan are as follows:

A **“low/moderate-income dwelling unit”** is a unit with a market rent, including utility costs, that does not exceed the applicable fair market rent for existing housing and moderate rehabilitation, as established under the HUD Section 8 existing housing program. A **“vacant occupiable dwelling unit”** is a vacant unit that is in standard condition; or in substandard but suitable for rehabilitation condition; or in dilapidated condition and occupied less than three months from the date of the grantee agreement.

An **“Occupiable Dwelling Unit”** is a unit that is in standard condition or has been raised to a standard condition from a substandard condition, suitable for rehabilitation.

A **“Standard Condition”** dwelling unit is a unit which meets HUD Section 8 Housing Quality Standards (HQS) with no major defects in the structure and only minor maintenance is required. Such a dwelling will have the following characteristics: reliable roofs, sound foundations; adequate and stable floors, walls and ceilings; surfaces and woodwork that are not seriously damaged nor have paint deterioration; sound windows and doors; adequate heating, plumbing, and electrical systems adequate insulation; and adequate water and sewer systems, and not overcrowded (defined as more than one person per room).

A **“Substandard Condition”** dwelling unit is a unit if it does not meet HUD Section 8 Housing Quality Standards (HQS) which includes lacking the following: complete plumbing, complete kitchen facilities, efficient and environmentally sound sewage removal and water supply, and heating source. In addition, the dwelling may be overcrowded defined as more than one person per room).

A **“Substandard but Suitable for Rehabilitation Condition”** dwelling unit, at a minimum, is a dwelling unit that does not meet Housing Quality Standards (HQS) with some of the same features as a “substandard condition” dwelling unit. This unit is likely to have deferred maintenance and may have some structural damage such as a leaking roof, deteriorated interior surfaces, and inadequate insulation.

A **“substandard but suitable”** dwelling unit, however, has basic infrastructure (including systems for clean water and adequate waste disposal) that allows for economically and physically feasible improvements and upon completion of rehabilitation meets the definition of a “Standard” dwelling unit.

CITY OF SANDSTONE
Memorandum

TO: City Council
FROM: Kathy George, City Administrator
DATE: January 17, 2018
SUBJECT: Adopt City Ordinance 20180117-01 rescinding City Code Section 1320 – Driver’s Licenses and Registration of Motor Vehicles

BACKGROUND: Registration of Motor Vehicles and Driver’s License Requirements are administered by the State and enforced by law enforcement officers. This section of Code is unnecessary.

ATTACHMENTS City Code Section 1320
Ordinance 20180117-01

STAFF RECOMMENDATION: Adopt Ordinance 20180117-01 rescinding City Code Section 1320 – Driver’s Licenses and Registration of Motor Vehicles

ACTION REQUIRED: Motion _____, second _____
Approved _____ Denied _____ Other _____

Section 1320 - Driver's licenses and registration of motor vehicles

1320.01. Adoption by reference. Subdivision 1. Motor vehicle registration act. Minnesota Statutes, sections 168.011, 168.055, 168.056, 168.09, 168.10, 168.11, 168.27, 168.36, 168.39, 168.41, 168.44 and 168.43 are adopted by reference and are as much a part of this code as if fully set forth herein.

Subd. 2. Driver's license law. Minnesota Statutes, sections 171.01, 171.02, 171.03, 171.05, 171.08, 171.09, 171.11, 171.17, 171.18, 171.20, 171.22, 171.23, and 171.24 are adopted by reference and are as much a part of this code as if fully set forth herein.

Subd. 3. Violations. A violation of a statute adopted by reference herein is a violation of this code.

**CITY OF SANDSTONE
COUNTY OF PINE
STATE OF MINNESOTA**

ORDINANCE NO. 20180117-01

**AN ORDINANCE RESCINDING
CITY CODE SECTION 1320 – DRIVER’S LICENSES AND
REGISTRATION OF MOTOR VEHICLES**

SECTION 1. Chapter 13: Traffic, Motor Vehicles, and Other Vehicles, Section 1320 – Driver’s Licenses and Registration of Motor Vehicles, of the Sandstone City Code of Ordinances is hereby rescinded.

SECTION 2. Effective Date. This Ordinance shall be effective immediately upon its passage and publication in the official newspaper of the City of Sandstone.

SECTION 3. Adoption Date. This Ordinance No. 20180117-01 was adopted on this 17th day of January, 2018, by a vote of ___ Ayes and ___ Nays.

Peter Spartz, Mayor

ATTEST:

Kathy George, City Clerk/Administrator

This Ordinance No. 20180117-01 was published in the *Pine County Courier* on the _____ day of _____, 2018.

CITY OF SANDSTONE
Memorandum

TO: City Council
FROM: Kathy George, City Administrator
DATE: January 17, 2018
SUBJECT: Adopt City Ordinance 20180117-02 rescinding City Code Section 911.03, Subd 2 – Dog Registration Required

BACKGROUND: During discussions about the Fee Schedule, consensus of the Council was to discontinue issuing dog licenses.

ATTACHMENTS City Code Section 911.03, Subd 2
Ordinance 20180117-02

STAFF RECOMMENDATION: Adopt Ordinance 20180117-02 rescinding City Code Section 911.03, subd 2 – Dog Registration Required

ACTION REQUIRED: Motion _____, second _____
Approved _____ Denied _____ Other _____

- 2) 911.03 Subd. 2. Dog registration required. (Amended, Ord. No. 2008-16, Sec. 1; Ord. No. 2010-05, Sec. 2)
- a) Dogs over the age of six months kept, harbored, or maintained by their owners in the city, must be registered with the city. The city administrator will issue a registration tag upon payment of the registration fee. The registration is valid for two years. The owner must state, at the time of registration and upon forms provided for such purpose, the owner's name and address and the name, breed, color and sex of each dog owned or kept by the owner. Dogs that have been vaccinated against distemper and rabies will be subject to a discounted registration fee upon the owner providing a copy of the dog's certificate of vaccination. (Amended, Ord. No. 2010-05, Sec. 2)
 - b) Dog owners must pay the registration fee imposed by Appendix II. (Amended, Ord. No. 2010-05, Sec. 2)
 - c) Upon payment of the registration fee, the city will issue to the owner a tag for each dog registered. The owner must provide each registered dog with a collar to which the registration tag must be affixed and see that the collar and tag are constantly worn. If a dog tag is lost or destroyed, the city administrator will issue a duplicate. Dog tags are not transferable from one dog to another. A refund will not be made on any dog registration fee or tag because of death of a dog or the owner's leaving the city before the expiration of the registration period. (Amended, Ord. No. 2010-05, Sec. 2)
 - d) This subdivision does not apply to:
 - 1) dogs whose owners are non-residents temporarily within the city,
 - 2) dogs brought into the city for the purpose of participating in any dog show, or
 - 3) properly trained service dogs. (Amended, Ord. No. 2008-16, Sec. 1)
 - e) The funds received by the city for dog registration fees will first be used to defray any costs incidental to the enforcement of this section; including, but not limited to, the costs of registration tags and impounding and maintenance of the dogs. (Amended, Ord. No. 2010-05, Sec. 2)
 - f) Owners of dangerous dogs and potentially dangerous dogs must meet the additional requirements set forth in this section. (Added, Ord. No. 2008-16, Sec. 1)

**CITY OF SANDSTONE
COUNTY OF PINE
STATE OF MINNESOTA**

ORDINANCE NO. 20180117-02

**AN ORDINANCE RESCINDING
CITY CODE SECTION 911.03, SUBD 2
DOG REGISTRATION REQUIRED**

SECTION 1. Chapter 9: Public Safety, Section 911.03, Subd 2 – Dog Registration Required, of the Sandstone City Code of Ordinances is hereby rescinded.

SECTION 2. Effective Date. This Ordinance shall be effective immediately upon its passage and publication in the official newspaper of the City of Sandstone.

SECTION 3. Adoption Date. This Ordinance No. 20180117-02 was adopted on this 17th day of January, 2018, by a vote of ___ Ayes and ___ Nays.

Peter Spartz, Mayor

ATTEST:

Kathy George, City Clerk/Administrator

This Ordinance No. 20180117-02 was published in the *Pine County Courier* on the _____ day of _____, 2018.

CITY OF SANDSTONE
Memorandum

TO: City Council
FROM: Kathy George, City Administrator
DATE: January 17, 2018
SUBJECT: Adopt City Ordinance 20180117-03 rescinding City Code Section 1160.13 – Contributions to City (Gambling)

BACKGROUND: During discussions about the Fee Schedule, consensus of the Council was to no longer require ten cents of each dollar of profits from lawful gambling conducted within the City be pledged and annually contributed to the City for use in lawful purposes.

ATTACHMENTS City Code Section 1160.13
Ordinance 20180117-03

STAFF RECOMMENDATION: Adopt Ordinance 20180117-03 rescinding City Code Section 1160.13

ACTION REQUIRED: Motion _____, second _____
Approved _____ Denied _____ Other _____

1160.13. Contributions to city. Ten cents of each dollar of profits from lawful gambling within the city must be pledged and annually, prior to December 1, contributed to the city by the organization for use in lawful purposes as defined in Minnesota Statutes, section 349.12, subdivision 11, in the trade area of the city. For purposes of this subdivision the term "net profits" means profits less amounts expended for allowable expenses; the terms "profits" and "allowable expenses" have the meanings given them by Minnesota Statutes, chapter 349 and rules and regulations promulgated thereunder; and the term "trade area" means the area within the boundaries of the city. If an organization certifies to the city that at least 10% of its net profits have been expended in the trade area of the city for the lawful purposes specified by the city, the payment required by this subdivision need not be made. The contributions to the city required by this subdivision must be deposited by the city in a special city fund which must be administered by the city without cost to the fund.

**CITY OF SANDSTONE
COUNTY OF PINE
STATE OF MINNESOTA**

ORDINANCE NO. 20180117-03

**AN ORDINANCE RESCINDING
CITY CODE SECTION 1160.13
CONTRIBUTIONS TO CITY (GAMBLING)**

SECTION 1. Chapter 11: Business and Trade Regulations, Section 1160.13 – Contributions to City, of the Sandstone City Code of Ordinances is hereby rescinded.

SECTION 2. Effective Date. This Ordinance shall be effective immediately upon its passage and publication in the official newspaper of the City of Sandstone.

SECTION 3. Adoption Date. This Ordinance No. 20180117-03 was adopted on this 17th day of January, 2018, by a vote of ___ Ayes and ___ Nays.

Peter Spartz, Mayor

ATTEST:

Kathy George, City Clerk/Administrator

This Ordinance No. 20180117-03 was published in the *Pine County Courier* on the _____ day of _____, 2018.

CITY COUNCIL

CITY OF SANDSTONE
Memorandum

TO: City Council
FROM: Kathy George, City Administrator
DATE: January 17, 2018
SUBJECT: Adopt City Ordinance 20180117-04 rescinding City Code Sections 305.31, 305.33, 305.35 and 305.37

BACKGROUND: During discussions about annual appointments to various boards and commissions, consensus of the Council was to eliminate the following boards or commissions:

305.31 – Community Development Advisory Commission
305.33 – Kettle River Center Advisory Board
305.35 – Golf Course Advisory Board
305.37 – Community Festival Advisory Committee

ATTACHMENTS City Code Sections:
305.31 – Community Development Advisory Commission
305.33 – Kettle River Center Advisory Board
305.35 – Golf Course Advisory Board
305.37 – Community Festival Advisory Committee

Ordinance 20180117-04

STAFF RECOMMENDATION: Adopt Ordinance 20180117-04 rescinding City Code Sections 305.31, 305.33, 305.35 and 305.37

ACTION REQUIRED: Motion _____, second _____

Approved _____ Denied _____ Other _____

305.31. Community development advisory commission. Subdivision 1. Purpose. The community development advisory commission is established to assist and advise the city council and the economic development authority of the city of Sandstone in matters relating to the economic development and redevelopment of the city.

Subd. 2. Membership. The commission consists of ten members as follows:

- a) five members who own or manage businesses in the city (these members need not be residents of the city);
- b) two members who are also members of the planning advisory commission (if either of these members terminate their membership on the planning commission, their membership on the commission ceases);
- c) one member over the age of 55; and
- e) two members at large.

Subd 3. Appointments. In making appointments to the commission the city council must give consideration to the special qualifications of members who have experience and expertise in the areas of business, finance, economics and other fields related to the subject of economic development and redevelopment.

305.33. Kettle River center advisory board: purpose; membership. The Kettle River center advisory board is established to assist and advise the city council of the city in matters related to the Kettle River center. The Kettle River board consists of five members.

305.35. Golf course advisory board. Subdivision 1. Policy. The golf board consists of 12 members of which at least four must be residents of the city who are members of the Sandstone Area Country Club, and the remainder members at large of the Sandstone Area Country Club.

Subd. 2. Members; terms. 12 board members are appointed for three year terms. The councilmember delegated golf course responsibilities is ex-officio without voting rights. On the first business day in January of each year thereafter a board member or members will be appointed for a term or terms of three years to succeed the member or members whose term or terms then expire. A member continues in office until a successor is appointed and qualifies. Vacancies on the board are filled by recommendation from the golf board with approval of the city council.

Subd. 3. Attendance. A member of the board who fails to attend three consecutive meetings of the board or fails to attend more than one half of the board meetings in any six months period is deemed to have resigned from the board.

Subd. 4. Expense reimbursement. Board members will serve without remuneration for their services, but may be reimbursed for necessary and reasonable expenses incurred in performance of their duties.

Subd. 5. Powers and duties. The golf board must:

- a) advise the city council concerning the operation, management, control and planning for all of the lands, properties and facilities now owned, or hereafter acquired by the city for golf purposes;
- b) adopt rules and regulations relating to the use of the golf course, course properties, and facilities; the rules and regulations will be approved by the council;

- c) recommend to the city council the appointment of a golf course manager who will be responsible for the faithful performance of their duties to the city council, city administrator and to the golf board;
- d) establish building and expansion sites;
- e) approve and recommend all proposed construction on the golf course property and ordering repair or removal of structures not in accordance with regulation or approval as to construction or location;
- f) advise the council with respect to the golf course budget, the charges and other financial arrangements for the use of golf course property.

Subd. 6. Organization and meetings. The board must, at its first meeting in each calendar year, elect from among its members a president, vice-president, a secretary and such other officers as it may determine. The board must hold at least four regular meetings each year, and additional meetings, as called by the president or majority of members. The board must keep accurate record of all meetings to be furnished to the city council as soon as practical.

Subd. 7. Budget. On or before September 1 in each year, the board must submit to the city administrator a statement of its anticipated receipts and disbursements for the golf course, the golf course properties and facilities under its management and control for the calendar year commencing on the first business day of January thereafter.

Subd. 8. Administrative control. Nothing in this subsection is to be construed as taking away from the city council any of its governmental power or its authority to manage the municipal golf course, personnel, funds and properties. This subsection is intended to delegate related duties to the golf board.

305.37. Community festival advisory commission. Subdivision 1. Purpose. The community festival advisory commission is established for the purpose of promoting annual community-wide special events. (Added, Ord. No. 00-03, Sec. 1)

Subd. 2. Membership; terms. The commission consists of seven members appointed by the city council. Members shall serve three-year terms. A member continues in office until a successor is appointed. Vacancies during the term shall be filled by the city council. (Added, Ord. No. 00-03, Sec. 1)

Subd. 3. Attendance. A member of the commission who fails to attend three consecutive meetings of the commission or fails to attend more than one half of the commission meetings in any six months period is deemed to have resigned from the commission. (Added, Ord. No. 00-03, Sec. 1)

Subd. 4. Expense reimbursement. Commission members serve without compensation for their services, but may be reimbursed for necessary and reasonable expenses incurred in performance of their duties. (Added, Ord. No. 00-03, Sec. 1)

Subd. 5. Duties. The commission shall recommend to the city council a schedule of activities to be included in community-wide special events. The commission shall organize and plan the activities approved by the city council. The commission may solicit and accept donations on behalf of the city for the special event. The commission shall recommend to the council uses for donations or revenues generated by the commission. (Added, Ord. No. 00-03, Sec. 1)

Subd. 6. Budget. On or before September 1 of each year, the commission shall prepare and submit to the council for approval a statement of anticipated revenues and expenditures for the year commencing on the first business day of January thereafter. (Added, Ord. No. 00-03, Sec. 1)

CITY OF SANDSTONE
COUNTY OF PINE
STATE OF MINNESOTA

ORDINANCE NO. 20180117-04

AN ORDINANCE RESCINDING
CITY CODE SECTIONS 305.31, 305.33, 305.35, 305.37

SECTION 1. The following sections of the Sandstone City Code, Chapter 3: Administration of City Government, are hereby rescinded:

Section 305.31 – Community Development Advisory Commission

Section 305.33 – Kettle River Center Advisory Board

Section 305.35 – Golf Course Advisory Board

Section 305.37 – Community Festival Advisory Commission

SECTION 2. Effective Date. This Ordinance shall be effective immediately upon its passage and publication in the official newspaper of the City of Sandstone.

SECTION 3. Adoption Date. This Ordinance No. 20180117-04 was adopted on this 17th day of January, 2018, by a vote of ___ Ayes and ___ Nays.

Peter Spartz, Mayor

ATTEST:

Kathy George, City Clerk/Administrator

This Ordinance No. 20180117-04 was published in the *Pine County Courier* on the _____ day of _____, 2018.

CITY OF SANDSTONE
Memorandum

TO: City Council
FROM: Kathy George, City Administrator
DATE: January 17, 2018
SUBJECT: Fire Department Report

BACKGROUND: Nick Eberhardt will attend the Council Meeting to provide a report on the Fire Department.

Additionally, the Fire Relief Association is planning their annual gathering. Current and Past Firefighters are invited for an evening of socializing and dining. This year, likely in July, the Fire Department would like to hold the event at the Fire Hall. The meal would be catered. They would like to make alcohol available. A liquor license is not required for a private party – not open to the general public.

City Codes do not address alcohol on City-owned property. City Code 815.05 Subd 7 does prohibit liquor and beer in parks unless the Council issues a special permit.

Staff suggests the Fire Relief Association ask the Council for permission to make alcohol available at the annual firefighter’s dinner that will take place in the Fire Hall.

ATTACHMENTS None

STAFF RECOMMENDATION: Approve the request

ACTION REQUIRED: Motion _____, second _____
Approved _____ Denied _____ Other _____

Library Report

December 2017

We had 1,189 visitors in December. We hosted two book clubs and story time for the kids happened every week with good attendance. We had lots of Christmas goodies brought in with many thanks for our library services.

The Friends were busy planning activities for the upcoming year.

Jeanne Coffey, Branch Librarian
East Central Regional Library (ECRL)
Sandstone Public Library
119 North Fourth Street
P.O. Box 599
Sandstone, MN 55072
Phone: 320-245-2270
[http:// www.ecrlib.org](http://www.ecrlib.org) jcoffey@ecrlib.org

PARK AND RECREATION COMMISSION

MEETING MINUTES

Friday, January 12, 2018

Members present: Dave Barsness, Karry White, Mary Franklin, Tony Vavricka, Eric Sturtz; Council Liaison Tim Franklin

Members absent: Dorothy Dybvig

Staff Present: Administrator Kathy George

Guests: None

Call to Order

Chair Barsness called the meeting to order at 8:10 a.m.

Agenda

Motion White, second Sturtz, to approve the agenda as presented. Motion passed 5-0.

Minutes

Motion White, second Sturtz, to approve the minutes of the December 8, 2017 meeting as presented. Motion passed 5-0.

New Business

- A. Commission Member Vacancy – Tesla Chester has resigned her position with the City and also with the Park & Rec Commission; therefore, a vacancy exists. City Code states that one member can be a student in a junior or senior high school and does not need to be a resident of the City. The Administrator was directed to put the word out to East Central School District, Harvest Christian School, and Facebook.
- B. Special Event Permit – Ice Fest – The City received a Special Event Permit Application from Boy Scout Troop 67. They plan to do a kayaking program with Hardwater Sports June 8-10, 2018, and would like to camp at Robinson Park.

After discussion, motion by White, second by Sturtz, to recommend the City Council approve the Special Event Permit for Boy Scout Troop 67 with the following conditions:

- **Fires are only allowed in fire pits, as follows:**
 - 1 existing fire ring across from the bathroom by the picnic pavilion
 - 3 existing fire rings in the camping areas
- **Cutting of trees for firewood is not allowed;**
- **Designate an area for vehicle parking, with signage;**
- **Portage only to camp sites – no vehicles;**
- **The Sheriff's Department should be made aware of the event.**

Motion passed 5-0.

- C. Group Camping Area – With the influx of requests for group camping, the Commission discussed designating a specific area for group camping. Several possibilities were discussed. The DNR will need to be brought into the conversation because the Kettle River is a Wild and Scenic River. The Administrator will contact the DNR and set up a time for a meeting.

- D. Kettle River Mural Project – Local artist Carole Bersin was working with the Thriving Communities Initiative on a mural project. The concept consists of four 6’x8’ panels that would depict four phases of the history of the Kettle River Watershed – geological, native peoples, industry and commerce, and recreation. It was originally thought that the mural can be placed on the side of the Fire Hall; however, it was decided that was not the best place for the mural to be exhibited. The Commission discussed the possibility of displaying the mural in Train Park. Other possible locations were discussed as well – Angle Park, by Phase, upper Robinson Park. Commissioners expressed support for the project, stating that they will work with Bersin on the desired location.
- E. Commercial Use of City Parks – At the December meeting, Commissioners had discussed charging a fee for those using Robinson Park for commercial purposes. The Administrator informed the Commission that City Code 815.15 does, in fact, impose a fee, with the City’s Fee Schedule stating “3 events or fewer, \$50/year; more than 3 events, \$100/year”. It was noted that the University of Duluth has been bussing about 60 students down to Robinson Park every Wednesday for classes. The Administrator will contact the instructor and make him aware of the requirements.

The City Council had asked the Park & Rec Commission to discuss whether or not City Code 815.15 should apply to all City Parks, not just Robinson Park. Consensus of the Commission was that it is not necessary at this time to impose fees at the other City parks.

Continuing Business

- A. Legacy Grant Review – Candace (WSB) was consulted about the pending grant round. The City should have \$60,000 saved up by 2019 to match the Legacy funds. Commissioners discussed priorities, stating that handicap accessibility, paved walking trails, and bathrooms are all priorities. It was thought that perhaps the bathroom problems could be addressed through improved maintenance practices. The Administrator will ask Candace for a draft plan to review at the February meeting.
- B. Angle Park – The Application for the Purchase of Land has been submitted to BNSF. Cathy Clune with BNSF is working on the city’s application. She informed staff that BNSF has a new reviewal process, which adds extra steps. Clune plans to circulate the request amongst the various departments today (January 12th). Hopefully, we will know more by the February meeting.
- C. Hockey Rink Update – Firefighters and community volunteers worked on spreading out the liner and flooding the rink on December 30th. When the liner was being unrolled, a 12’ gash was discovered. They proceeded with flooding the rink, using flex tape to close up the gash. Blue Lake Plastics was contacted; however, they claim that the installers (us) caused the problem. Firefighters went to flood it again on January 8th and found that someone had been skating on the rink and they tore the liner by the gate; therefore, the firefighters did not attempt to flood. Now, the snow that came yesterday will have to be cleared off the rink before any more flooding can occur.
- D. Gin Pole – Mikrot will get quotes to repair the base Ice with cast-in-place concrete in the spring.

- E. Stage at Robinson Park – Mikrot will get quotes in the spring to (1) repair what’s there, or (2) build a new stage over the existing structure.
- F. Rink Maintenance & Warming House Attendant – The City hasn’t received any more applications for the position.
- G. KREEC Site – Commissioners reviewed the Stewardship Plan that was completed in 2000 for the property. Trails and campsites were recommended for development in one area. Tree plantings could be done in three other areas. Options will continue to be discussed.
- H. Tree Board Fund – Commissioners received an update on funds available to the Tree Board. As of 12/31/2017, the fund balance is \$36,476.38. The timber harvest of portions of the KREEC and Industrial Park sites will bring another \$19,000 this summer.
- I. Camping Registrations – There were no registrations for camping during the month of December. Total for 2017: 81 registrations for 118 days of camping.
- J. MN Climbers Association Report – Correspondence from the MCA President was shared with the Commission. Ice Fest was held last weekend and was very successful, with about 200 people participating. Climbers were seen out and about – at Sprouts, the Gas Light, Rich’s, Amy’s.

Other

Ice Climbing at Robinson Park was included in an article of the January-February 2018 edition of the *Minnesota Conservation Volunteer* magazine. The title of the article is “Snow and Ice and Everything Nice – When winter moves in, Minnesotans get out and enjoy it.”

Inspection forms for Robinson Park and Johnson Park were turned in. Lions Hill was also inspected; however, a form was not submitted.

Adjournment

Motion White, second Franklin to adjourn the meeting at 9:30 a.m.

Respectfully submitted,
Kathy George, City Administrator

CITY OF SANDSTONE
Memorandum

TO: City Council
FROM: Kathy George, City Administrator
DATE: January 17, 2018
SUBJECT: Special Event Permit – Boy Scout Troop 67

BACKGROUND: The City received the Special Event Permit Application from Boy Scout Troop 67. They plan to do a kayaking program with Hardwater Sports June 8-10, 2018, and would like to camp at Robinson Park.

ATTACHMENTS Special Event Permit Application

STAFF RECOMMENDATION: The Park & Rec Commission recommends approval of the application with the following conditions:

- Fires are only allowed in fire pits, as follows:
 - 1 existing fire ring across from the bathroom by the picnic pavilion
 - 3 existing fire rings in the camping areas
- Cutting of trees for firewood is not allowed;
- Designate an area for vehicle parking, with signage;
- Portage only to camp sites – no vehicles;
- The Sheriff’s Department should be made aware of the event.

ACTION REQUIRED: Motion _____, second _____

Approved _____ Denied _____ Other _____

Special Event Permit Application

119 4th Street PO Box 641 Sandstone, MN 55072 (320) 245-5241 Fax (320) 245-5502

APPLICANT AND SPONSERING ORGANIZATION INFORMATION

NAME OF ORGANIZATION: Boy Scout Troop 67
 APPLICANT NAME (CONTACT): Tom Audette
 ADDRESS: 1900 Wellesley Ave St. Paul, MN 55105
 DAYTIME PH: (612) 369-0322 CELL (612) 369-0322 EMAIL: tom.audette@gmail.com

Any change in the above information, please notify City Hall immediately.

SPECIAL EVENT INFORMATION

Type of Event:

- CONCERT/SHOW
- PARADE
- FAIR/CARNIVAL
- FESTIVAL
- RALLY
- PARTY
- FILMING OF MOVIE/VIDEO/SHOW
- RACE
- MOTORCADE
- RUN/WALK
- STREET DANCE
- BIKE-A-THON
- ATHLETIC EVENT
- OTHER (Specify) _____

EVENT TITLE: Camping

ACTIVITIES TO TAKE PLACE AT EVENT: will be doing a kayaking program w/ Hard Water Sports

EVENT DATE(S): 6/8 - 6/10 2018 PROPOSED LOCATION: Robinson Park

NUMBER OF EVENT STAFF: 4+ adults IS FOOD OR ALCOHOL BEING SERVED? no

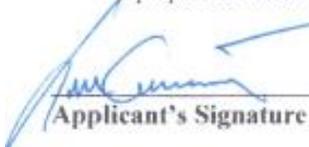
ESTIMATED ATTENDANCE: 25 HOURS OF EVENT: _____ AM/PM TO _____ AM/PM

SET UP TIME: 6:00 AM/PM TO 9:00 AM/PM TAKE DOWN: 9:00 AM/PM TO _____ AM/PM
6/8 6/10

ADMISSION FEE OR REQUESTED DONATION AMOUNT (If Applicable): \$

Please attach the following:

- Map of the proposed area to be used which shows any barricades, street route plans or perimeter/security fencing
- Any public health plans, including supplying water to the site, solid waste collection and provision of toilet facilities
- Any fire prevention and emergency medical service plans
- Any security plans
- If event is planned within a residential area in which a street is to be closed, attach a list of signatures from all properties whose vehicular access to their properties will be affected consenting to the street closure


Applicant's Signature

12-13-17
Date

City Administrator

CITY OF SANDSTONE
Memorandum

TO: City Council
FROM: Kathy George, City Administrator
DATE: January 17, 2018
SUBJECT: Planning Commission Meeting – Keeping of Chickens

BACKGROUND: The Planning Commission has been working on an ordinance that would allow the keeping of chickens in the Low-Density Residential District (R-1), Medium-Density Residential District (RM), and High-Density Residential District (R-2/RH) with certain limitations.

The Public Hearing notice was published in the December 28th and January 4th editions of the *Pine County Courier*. The Public Hearing was held on January 10th. No comments from the public were offered. The Commissioners further discussed the draft ordinance and made a couple of changes.

ATTACHMENTS City Ordinance 20180117-05 adding City Code 911.14
City Ordinance 20180117-06 approving summary publication
City Ordinance 20180117-07 amending City Code 911.01
City Ordinance 20180117-08 amending City Code 911.07

STAFF RECOMMENDATION: Adopt City Ordinances 20180117-05, 20180117-06, 20180117-07, and 20180117-08

ACTION REQUIRED: Motion _____, second _____
Approved _____ Denied _____ Other _____

AN ORDINANCE

AMENDING CHAPTER IX, SECTION 911 OF THE SANDSTONE CITY CODE
REGARDING THE KEEPING OF CHICKENS

THE CITY COUNCIL OF THE CITY OF SANDSTONE, MINNESOTA ORDAINS:

Section 1. Sandstone City Code, Chapter IX, Section 911 is amended by adding the following:

City Code 911.14. Keeping of Chickens.

Subd. 1. The keeping of chickens is allowed with no limitations and without a permit in the Large Lot Rural District (RR) of the city, or on a residential lot of at least ten acres in size. The keeping of chickens is otherwise prohibited in the following districts: Central Business District (B-1), Highway Business District (B-2), Medical Business District (B-4), Interchange Business District (B-5), General Industrial District (I-G), Light Industrial District (I-1), Special Industrial District (I-2), Commercial Tier 3 District (C-3).

Subd. 2. The keeping of chickens in the Low-Density Residential District (R-1), Medium-Density Residential District (RM), and High-Density Residential District (R-2/RH) is allowed with the following limitations:

1. No more than five (5) hens shall be housed or kept on any one (1) residential lot.
2. Roosters are prohibited.
3. Slaughtering of chickens on the property is prohibited.
4. A separate coop is required to house the chickens.
5. Chickens must be secured in a chicken coop from sunset to sunrise each day.
6. Coops must be constructed and maintained to meet the following minimum standards:
 - a. Located in the rear or side yard.
 - b. Setback at least 10 feet from the rear or side property lines or from the alley.
 - c. Interior floor space – 4 square feet per bird.
 - d. Interior height – four (4) feet minimum, seven (7) feet maximum, to allow access for cleaning and maintenance.
 - e. Doors – one (1) door to allow humans to access the coop and one (1) door for birds (if above ground level, must also provide a stable ramp).
 - f. The roofed structure shall be fully enclosed, wind proof, have one (1) square foot of window to fifteen (15) square feet of floor space and have a heat source to maintain an adequate temperature during extreme cold conditions.
 - g. Nest boxes – one (1) box per every three (3) hens.
 - h. Roosts – one and one-half (1 ½) inch diameter or greater, located eighteen (18) inches from the wall and two (2) to three (3) inches above the floor.
 - i. Coops must be elevated a minimum of 12 inches and no more than 24 inches above grade to ensure circulation beneath the coop.
 - j. Rodent proof – coop construction and materials must be adequate to prevent access by rodents and raccoons.

- k. No coop shall be constructed on any lot prior to the time of construction of the principal structure.
 - l. Coops must be screened from view with a solid fence or landscaped buffer with a minimum height of four (4) feet.
 - m. If the coop is over 200 square feet in size, a building permit is required.
 - n. If electricity will be installed in the coop, an electrical permit is required.
7. A run or exercise yard is required. Runs must be constructed and maintained to meet the following minimum standards:
- a. Located in the rear or side yard.
 - b. Size: 10 square feet per bird if access to a fenced exercise yard is available; 20 square feet per bird if access to an exercise yard is not available. If the coop is elevated two (2) feet so the hens can access the space beneath, that area may count as a portion of the minimum run footprint.
 - c. Height: Six (6) feet in height to allow access for cleaning and maintenance.
 - d. Gate: One (1) gate to allow human access to the run.
 - e. Cover: Adequate to keep hens in and predators out.
 - f. Substrate: Composed of material that can be easily raked or regularly replaced to reduce odor and flies.
 - g. Setback at least 10 feet from the rear or side property lines or from the alley.
 - h. Exercise yards are required if the run does not provide at least 10 square feet per bird. They shall be setback 10 feet from rear and side property lines or from the alley.
8. Chickens must not be housed in a residential house or an attached or detached garage, except for brooding purposes only.
9. All premises on which chickens are kept or maintained shall be kept clean from filth, garbage, and any substances which attract rodents. The coop and its surroundings must be cleaned frequently enough to control odor. Manure shall not be allowed to accumulate in a way that causes an unsanitary condition or causes odors detectible from another property. Failure to comply with these conditions may result in the City removing chickens from the premises.
10. All grain and food stored for the use of the chickens shall be kept in a rodent proof container.
11. Chickens shall not be kept in such a manner as to constitute a nuisance to the occupants of adjacent property.

Subd. 3. Any chicken coop and chicken run authorized under this ordinance may be inspected at any reasonable time by the city. Factors to be considered in deciding whether the keeping of chickens creates a public or private nuisance include, but are not limited to, the following:

- 1. The condition of any structure or building wherein any chicken is kept.
- 2. The proximity of pens, fences and other structures to adjacent property lines.
- 3. The general nature and characteristics of the neighborhood.
- 4. The number of chickens kept on any one parcel.
- 5. The relative size of the parcel on which the chickens are kept.
- 6. The type of chickens being kept.
- 7. The extent to which neighboring property is protected from the effects of chickens (e.g., solid fences, landscape screening, buffer areas, etc.).
- 8. The presence of objectionable odors and/or noise.
- 9. The relative danger the chicken would pose if exposed to the general public.

Subd. 4. Application shall be made to the City along with a fee according to the adopted Sandstone Fee Schedule. Letters of support from adjacent property owners shall be included with the application. If the applicant rents the property where the chickens will be kept, a letter of support is required from the property owner. Upon receipt of the application and fee, a permit shall be issued.

Subd. 5. Violations of this ordinance make the permit subject to revocation. Any chicken kept in violation of this ordinance may be impounded by the city, and after being so impounded for five (5) days or more without being reclaimed by the owner may be destroyed or sold. Any person reclaiming such impounded chicken shall pay the costs of impounding and boarding the bird at the time of its release. The owner may also be proceeded against for violation of this ordinance, and his or her permit may be revoked. Any person who violates any provision of this Code shall be guilty of a misdemeanor as defined by state law and subject to the penalties thereof.

Section 2. This ordinance is effective upon its passage and publication.

Peter Spartz, Mayor

Attest:

Kathy George, City Administrator

CITY OF SANDSTONE, MINNESOTA

ORDINANCE NO. 20180117-06

(Summary Publication)

THE CITY COUNCIL OF THE CITY OF SANDSTONE ORDAINS:

Section 1. The City has duly adopted Ordinance No. 20180117-05 entitled

AN ORDINANCE

AMENDING CHAPTER IX, SECTION 911 OF THE SANDSTONE CITY CODE REGARDING THE
KEEPING OF CHICKENS

Section 2. The City Council has reviewed the following summary of the ordinance and approved its publication in accordance with Minnesota Statutes Section 412.191, subdivision 4.

Section 3. Summary of Ordinance No. 20180117-05

The Ordinance adds Section 911.14 to allow for the keeping of chickens in the Low-Density Residential District (R-1), Medium-Density Residential District (RM), and High-Density Residential District (R-2/RH) with stated limitations.

Section 4. Copies available. The complete text of the Ordinance is available for inspection at the office of the City Administrator. A copy of the Ordinance is also posted at the Sandstone Public Library, 117 Fourth Street, Sandstone, Minnesota.

Section 5. Ordinance No. 20180117-05 is effective upon the day following publication of this Summary.

Peter Spartz, Mayor

ATTEST:

Kathy George, City Administrator

Published in the Pine County Courier _____.

**CITY OF SANDSTONE
COUNTY OF PINE
STATE OF MINNESOTA**

ORDINANCE NO. 20180117-07

AN ORDINANCE AMENDING CITY CODE 911.01 - DEFINITIONS

SECTION 1. Chapter 9: Animal Control, Section 911.01, of the Sandstone City Code of Ordinances is amended to add the following definitions:

- Subd. 11. "Brooding" means the period of chicken growth when supplemental heat must be provided, due to the bird's inability to generate enough body heat.
- Subd. 12. "Chicken" means a domesticated bird that serves as a source of eggs or meat.
- Subd. 13. "Coop" means the structure for the keeping or housing of chickens permitted by this ordinance.
- Subd. 14. "Exercise yard" means a larger fenced area that provides space for exercise and foraging for the birds when supervised.
- Subd. 15. "Hen" means a female chicken.
- Subd. 16. "Officer" means any person designated by the City as an enforcement officer.
- Subd. 17. "Rooster" means a male chicken.
- Subd. 18. "Run" means a fully-enclosed and covered area attached to a coop where the chickens can roam unsupervised.

SECTION 2. Effective Date. This Ordinance shall be effective immediately upon its passage and publication in the official newspaper of the City of Sandstone.

SECTION 3. Adoption Date. This Ordinance No. 20180117-07 was adopted on this 17th day of January, 2018, by a vote of ____ Ayes and ____ Nays.

Peter Spartz, Mayor

ATTEST:

Kathy George, City Clerk/Administrator

This Ordinance No. 20180117-07 was published in the *Pine County Courier* on the ____ day of _____, 2018.

CITY OF SANDSTONE
COUNTY OF PINE
STATE OF MINNESOTA

ORDINANCE NO. 20180117-08

AN ORDINANCE AMENDING CITY CODE 911.07 - FARM ANIMALS

SECTION 1. Chapter 9: Animal Control, Section 911.07, of the Sandstone City Code of Ordinances is amended to read as follows:

911.07. Farm Animals. Farm animals may be kept only in a large lot rural zoning district of the city, or on a residential lot of at least ten acres in size, but an animal shelter may not be located within 250 feet of the boundary of an adjoining piece of property. This subsection does not apply to animals brought into the city as part of an operating zoo, veterinarian clinic, scientific research laboratory, or a licensed show or exhibition. The keeping of chickens is allowed in accordance with City Code Section 911.14.

SECTION 2. Effective Date. This Ordinance shall be effective immediately upon its passage and publication in the official newspaper of the City of Sandstone.

SECTION 3. Adoption Date. This Ordinance No. 20180117-08 was adopted on this 17th day of January, 2018, by a vote of ____ Ayes and ____ Nays.

Peter Spartz, Mayor

ATTEST:

Kathy George, City Clerk/Administrator

This Ordinance No. 20180117-08 was published in the *Pine County Courier* on the ____ day of _____, 2018.

**CITY OF SANDSTONE
PLANNING COMMISSION
January 10, 2018**

CALL TO ORDER

Members present: Rene Stadin, Steve Palmer, Andrew Spartz, Cassie Gaede
Members absent: Randy Riley, Cassandra Linder, Reese Frederickson
Staff present: Administrator Kathy George
Others: Council Liaison Pete Spartz

Vice Chair Stadin called the meeting to order at 7:00 p.m.

AGENDA – Motion Palmer, second Gaede, to approve the Agenda as presented. Motion passed 4-0.

MINUTES – Motion Palmer, second Spartz, to approve the minutes from the December 13, 2017 Regular Planning Commission Meeting. Motion passed 4-0.

PUBLIC HEARINGS:

- A. Heliport Ordinance – Essentia Health petitioned the City to adopt a heliport ordinance. The City is not required to adopt an ordinance; however, the hospital’s license for the heliport is conditioned upon certain licensing standards which do include lack of obstructions and other issues related to the land surrounding the heliport. The Notice of Public Hearing was published in the October 26th and November 2nd editions of the *Pine County Courier*. No comments were received. The Public Hearing was opened at the November 8th Planning Commission meeting; however, the ordinance was not ready to be presented. Therefore, the Public Hearing was continued to the December 13th Planning Commission meeting. The ordinance was still not ready to be presented; therefore, the Public Hearing was continued to tonight’s meeting.

The Public Hearing was opened (continued). The City received a request from Essentia Health for a six-month extension of time to consider the Zoning application. This would push the deadline for the City to take action out to July 25th, 2018. The City Attorney recommended the Planning Commission close the Public Hearing with no further action. When the draft ordinance is ready, the Public Hearing will be re-noticed and advertised.

Motion Spartz, second Palmer, to close the Public Hearing with no further action on the zoning request at this time and further accepting the request for a six-month extension. Motion passed 4-0.

- B. City Code 911.14 – Keeping of Chickens
City Code 911.01 – Definitions
City Code 911.07 – Farm Animals

The Planning Commission has been working on an ordinance that would allow the keeping of chickens in the Low-Density Residential District (R-1), Medium-Density Residential District (RM), and High-Density Residential District (R-2/RH) with certain limitations. The Public Hearing notice was published in the December 28th and January 4th editions of the *Pine County Courier*. No comments have been received.

Motion Spartz, second Gaede, to open the Public Hearing. Motion passed 4-0. Vice Chair Stadin called for any comments from the public. No comments were offered. **Motion Spartz, second Gaede, to close the Public Hearing. Motion passed 4-0.**

Commission members then discussed the draft ordinance. Commissioner Palmer questioned the requirement that the interior height of chicken coops be a minimum of 6 feet. He provided information from Home Depot showing that their pre-fabricated chicken coops are 49” or 50” high. After discussion, Commissioners were comfortable with changing the minimum to 4 feet. It was also noted that 6(h) should be eliminated: *For rental properties, written landlord consent must be submitted to the City.* This requirement is covered by Subd 4.

Commissioners discussed whether this ordinance will set a precedence for allowing other farm animals to be kept in the residential districts of the City; such as, goats or cows. Commissioners felt that these larger animals would not be appropriate. It was determined that such potential requests will be handled if and when they are presented to the Planning Commission.

Motion Palmer, second Gaede, to recommend the City Council adopt City Code 911.14 – Keeping of Chickens, with the noted changes; and further to adopt amendments to City Code 911.01 – Definitions, and City Code 911.07 – Farm Animals. Motion passed 4-0.

OLD & CONTINUING BUSINESS: None

NEW BUSINESS:

- A. Zoning Ordinance Update – The City Administrator asked for discussion on the process to update the City’s Zoning Ordinance, now that the Comprehensive Plan has been adopted. She suggested the Planning Commission work on the process without hiring a consultant, stating that firms can be hired throughout the process for any specialty work needed; such as, mapping. Planning Commission members agreed, stating that they did the last Zoning Ordinance update themselves as well. The Administrator will proceed with the process, starting with establishing and defining the desired zoning districts and bringing the information back to the Planning Commission.

OTHER: The Commission was informed that the Council has approved two purchase agreements for lots at the new Industrial Park. This starts a 90-day due diligence period during which time the developer can perform tests on the properties and refine their plans. A public hearing will be held in April, at which time the developer’s plans should become public. The EDA can decide at any time to back out of the sale if they determine that it is not in the best interest of the City. Once the sale is final, the developer must begin construction within 18 months.

The Administrator reported that the City received a Small Cities Development Program grant which will be used to rehabilitate owner-occupied homes and commercial buildings in the downtown area. She stated that 12 homeowners have come forward and appointments to help them with the application process have been set up. She further stated that the City is exploring possibilities related to the redevelopment of The Rock – the old High School building on Court Avenue North. She also reported that the City is still one of the locations being considered for a maintenance facility on the proposed Northern Lights Express (NLX) line that will run from Minneapolis to Duluth.

ADJOURN: Motion Spartz, second Palmer, to adjourn. Motion passed 4-0. Time 8:00 p.m.

Respectfully Submitted,
Kathy George, City Administrator

CASH BALANCE, REVENUE & EXPENDITURE REPORT
December 2017

	<u>12/31/2017</u>	<u>12/31/2017</u>	<u>12/31/2017</u>	<u>12/31/2017</u>
<u>General Operating Funds</u>	<u>YTD Revenues</u>	<u>YTD Expenditures</u>	<u>Cash Balance</u>	<u>Investments</u>
General Fund	\$ 1,270,437	\$ 1,297,352	\$ 1,231,051	\$ -
EDA CED Loan Fund	\$ 427	\$ -	\$ 185,887	\$ -
EDA Wild River Repair & Replace	\$ 70,883	\$ 32,575	\$ 14,712	\$ 120,000
EDA	\$ 9,803	\$ 19,184	\$ 72,558	\$ 125,000
EDA Wild River Reserve	\$ 69,748	\$ 67,561	\$ 222,074	\$ -
Cemetery Perpetual Care	\$ 2,799	\$ -	\$ 96,936	\$ 23,644
PFA Water GO Bond	\$ 26,043	\$ 25,561	\$ 4,137	\$ -
GO Refunding Bond 2009A	\$ 56,947	\$ 53,805	\$ 64,535	\$ -
GO Bond 2009B	\$ 28,099	\$ 27,844	\$ 69,851	\$ -
Lease Purchase \$340,000	\$ 251,010	\$ 253,308	\$ -	\$ -
2012A Refinance \$405,000	\$ 41,557	\$ 39,518	\$ 99,600	\$ -
2015A GO Temp Improvement	\$ 1,208,948	\$ 1,218,000	\$ -	\$ -
Capital Projects Fund	\$ 394,080	\$ 48,157	\$ 685,318	\$ -
TIF KC Companies	\$ -	\$ 1,037	\$ (5,143)	\$ -
Tax Abatement	\$ 7,002	\$ 5,780	\$ 1,222	\$ -
Medical and Business Park	\$ -	\$ 1,420,223	\$ (593,983)	\$ -
EDA Public Works Grant	\$ -	\$ 778,375	\$ (779,426)	\$ -
Water Fund	\$ 239,561	\$ 181,881	\$ 190,618	\$ -
Sewer Fund	\$ 358,582	\$ 193,602	\$ 176,267	\$ -
Storm Water Fund	\$ 42,432	\$ 15,103	\$ 168,093	\$ -

	<u>12/31/2017</u>	<u>12/31/2017</u>	<u>12/31/2017</u>	<u>12/31/2017</u>
<u>Reserve Funds</u>	<u>YTD Revenues</u>	<u>YTD Expenditures</u>	<u>Cash Balance</u>	<u>Investments</u>
General Fund Restricted	\$ -	\$ -	\$ 48,171	\$ -
General Fund Reserve	\$ -	\$ -	\$ 99,408	\$ -
Fire Equipment	\$ -	\$ 27,094	\$ 213,715	\$ -
Fire Capital & Building	\$ -	\$ 2,748	\$ 90,572	\$ -
Capital & Building	\$ -	\$ -	\$ 39,981	\$ -
Capital Public Works	\$ -	\$ -	\$ 15,934	\$ -
Equipment Public Works	\$ -	\$ -	\$ 51,812	\$ -
Sewer Rodder	\$ -	\$ -	\$ 42,395	\$ -
Water Equipment	\$ -	\$ -	\$ 207,554	\$ -
Water Capital & Building	\$ -	\$ -	\$ 25,356	\$ -
Sewer Equipment	\$ -	\$ -	\$ 92,822	\$ 2,561,291
Sewer Capital & Building	\$ -	\$ -	\$ 131,934	\$ -
AYM RESTRICTED CASH			\$ 112,136	\$ -

*** December numbers do not include a balanced cash and is an estimate at this time.***

Vendor Approval Summary Report

COUNCIL 1/3/18

Date: 12/29/2017

Time: 2:19 pm

Page: 1

City of Sandstone

Vendor Name	Vendor Number	Check Amount	Hand Check Amount
AT&T MOBILITY	A0070	77.31	0.00
ADT	A0072	73.85	0.00
DEPUTY REGISTRAR	D0006	128.00	0.00
DRILLING PLUMBING & HEATING	D0011	4,300.00	0.00
DEMCO, INC.	D0014	278.42	0.00
DELL MARKETING L.P.	D0059	1,436.38	0.00
EAST CENTRAL ENERGY	E0003	45.69	0.00
GREAT LAKES MANAGEMENT	G0001	2,094.00	0.00
KETTLE RIVER GRAFIX	K0001	371.03	0.00
KENNEDY & GRAVEN	K0002	144.00	0.00
LEAGUE OF MINNESOTA CITIES	L0003	1,000.00	0.00
MINNESOTA POWER	M0002	1,702.51	0.00
MUNICIPAL EMERGENCY SERVICES	M0030	39.14	0.00
MPJ ENTERPRISES, LLC	M0035	1,952.00	0.00
MED COMPASS	M0054	735.00	0.00
NORTHSPAN	N0017	330.00	0.00
KARA NELSON	N0038	120.00	0.00
OFFICE DEPOT	O0010	131.24	0.00
PEOPLESERVICE, INC.	P0002	10,313.52	0.00
PINE COUNTY TREASURER	P0046	109.59	0.00
CENTURYLINK	Q0003	354.02	0.00
RAILROAD MANAGEMENT CO III LLC	R0017	214.01	0.00
CARRIE RICHARDSON	R0039	300.00	0.00
CITY OF SANDSTONE	S0002	214.24	0.00
SANDSTONE ACE HARDWARE	S0010	201.13	0.00
SHORT ELLIOTT HENDRICKSON CORP	S0014	12,362.90	0.00
SANDSTONE PETRO PLUS	S0021	3.00	0.00
SANDSTONE NAPA	S0049	38.48	0.00
T-N-T CLEANING	T0026	0.00	845.50
WSB & ASSOCIATES	W0011	1,298.75	0.00
Grand Total:		40,368.21	845.50

Edit List of Invoices - Detail w/GL

COUNCIL 01/17/18

Date: 01/12/2018

Time: 1:39 pm

City of Sandstone

Page 1

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2			
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2			Gross Amount
	City	Disc. Date	Req. No.	Use Description 1 On Check			Taxes Withheld
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date			Discount
	Email Address	Inv. Date	Invoice No.				Net Amount
	BEN'S HOMETOWN FLOORING	01/09/2018		NVB	CITY HALL UPSTAIRS CARPETING		
	7006 410TH ST	01/09/2018		N			2,050.00 H
31262	NORTH BRANCH	12/19/2017		N	N		0.00
B0013	MN 55056	01/09/2018	0.00	N	56687	01/09/2018	0.00
	<Emailing Stub Disabled>	12/19/2017	12/05/17				2,050.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
401-40-451-000-4442	Refunds & Reimbursements	DMV CARPET	1,375.00	0.00
401-40-451-000-4520	Buildings/Structures	CIP CARPET	675.00	0.00
Distribution Total			2,050.00	0.00

Vendor Total: 2,050.00

	BOND TRUST SERVICES CORP	01/17/2018		NVB	\$655K GO REFUNDING BOND		
	ATTN: ACCOUNTS RECEIVABLE	01/17/2018		N			51,777.50
31280	ROSEVILLE	02/01/2018		N	N		0.00
B0042	MN 55113-1105	02/01/2018	0.00	N	0		0.00
	<Emailing Stub Disabled>	02/01/2018	2/1/18				51,777.50

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
322-40-470-000-4601	Bond Principal	2009 GO BOND	45,000.00	0.00
322-40-470-000-4611	Bond Interest	2009 GO BOND	6,327.50	0.00
322-40-470-000-4620	Fiscal Agents' Fees	2009 GO BOND	450.00	0.00
Distribution Total			51,777.50	0.00

Vendor Total: 51,777.50

	CENTURYLINK	01/17/2018		NVB	PHONE UTILITY		
	PO BOX 52187	01/17/2018		N			41.63
31278	PHOENIX	12/23/2017		N	N		0.00
Q0004	AZ 85072-2187	12/23/2017	0.00	N	0		0.00
	<Emailing Stub Disabled>	12/23/2017	12/23/17				41.63

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-130-000-4321	Telephone		17.37	0.00
201-15-220-000-4321	Telephone		3.99	0.00
101-20-300-000-4321	Telephone		5.43	0.00
601-60-911-000-4321	Telephone		6.92	0.00
101-10-130-000-4321	Telephone		7.92	0.00
Distribution Total			41.63	0.00

Vendor Total: 41.63

	CHRIS' FOOD CENTER	01/17/2018		NVB	SALT, COUNCIL MTG SUPPLIES		
	P O BOX 200	01/17/2018		N			42.14
31273	SANDSTONE	12/31/2017		N	N		0.00
C0004	MN 55072	12/31/2017	0.00	N	0		0.00
	<Emailing Stub Disabled>	12/31/2017	12/31/17				42.14

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-20-300-000-4210	General Operating Supplies	SHOP SALT	9.82	0.00
101-10-111-000-4210	General Operating Supplies	COUNCIL MTG SUPPLIES	26.95	0.00
101-10-130-000-4438	Meetings & Luncheons	MEETING CUTLERY	5.37	0.00
Distribution Total			42.14	0.00

Vendor Total: 42.14

Edit List of Invoices - Detail w/GL

COUNCIL 01/17/18

Date: 01/12/2018

Time: 1:39 pm

Page 2

City of Sandstone

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	1099?	Hand Check Number/Date
	Email Address	Inv. Date	Invoice No.		Net Amount
31269	G & D AUTO, INC.	01/17/2018	NVB	STREETS CHEVY REPAIR	396.70
G0015	PO BOX 168	01/17/2018	N		0.00
	SANDSTONE	01/02/2018	N	N	0.00
	MN 55072	01/02/2018	0.00	N	0
	<Emailing Stub Disabled>	01/02/2018	24616		396.70

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-20-300-000-4404	Machiner & Equipment R & M	CHEVY REPAIR	396.70	0.00
Distribution Total			396.70	0.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	1099?	Hand Check Number/Date
	Email Address	Inv. Date	Invoice No.		Net Amount
31287	G & D AUTO, INC.	01/17/2018	NVB	STREETS F250 REPAIR	553.89
G0015	PO BOX 168	01/17/2018	N		0.00
	SANDSTONE	01/09/2018	N	N	0.00
	MN 55072	01/09/2018	0.00	N	0
	<Emailing Stub Disabled>	01/09/2018	24619		553.89

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-20-300-000-4404	Machiner & Equipment R & M	F-250 REPAIR	553.89	0.00
Distribution Total			553.89	0.00

Vendor Total: 950.59

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	1099?	Hand Check Number/Date
	Email Address	Inv. Date	Invoice No.		Net Amount
31267	GOPHER STATE ONE-CALL	01/17/2018	NVB	DECEMBER LOCATES	12.15
G0002	7223 PARKWAY DR, SUITE 210	01/17/2018	N		0.00
	HANOVER	12/31/2017	N	N	0.00
	MD 21076-1392	01/17/2018	0.00	N	0
	<Emailing Stub Disabled>	12/31/2017	7120704		12.15

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-20-300-000-4499	Miscellaneous	LOCATES	12.15	0.00
Distribution Total			12.15	0.00

Vendor Total: 12.15

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	1099?	Hand Check Number/Date
	Email Address	Inv. Date	Invoice No.		Net Amount
31271	I.U.O.E. LOCAL 49 H & W FUND	01/17/2018	NVB	HEALTH INSURANCE PREMIUMS	7,175.00
I0002	PO BOX 313	01/17/2018	N		0.00
	MINNEAPOLIS	01/05/2018	N	N	0.00
	MN 55440-0313	01/05/2018	0.00	N	0
	<Emailing Stub Disabled>	01/05/2018	01/05/18		7,175.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-130-000-4131	Health Insurance		2,208.50	0.00
101-10-150-000-4131	Health Insurance		953.55	0.00
101-20-300-000-4131	Health Insurance		1,930.50	0.00
101-10-194-000-4131	Health Insurance		409.50	0.00
201-15-220-000-4131	Health Insurance		124.75	0.00
601-60-911-000-4131	Health Insurance		686.35	0.00
602-50-950-000-4131	Health Insurance		686.35	0.00
603-50-951-000-4131	Health Insurance		175.50	0.00
Distribution Total			7,175.00	0.00

Vendor Total: 7,175.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	1099?	Hand Check Number/Date
	Email Address	Inv. Date	Invoice No.		Net Amount
31286	LAMPERTS	01/17/2018	NVB	ANGLE PK GARAGE DR, ICE MEL'	200.61
L0001	P O BOX 587	01/17/2018	N		0.00
	SANDSTONE	12/25/2017	N	N	0.00
	MN 55072	01/17/2018	0.00	N	0
	<Emailing Stub Disabled>	12/25/2017	12/25/17		200.61

Edit List of Invoices - Detail w/GL

COUNCIL 01/17/18

Date: 01/12/2018

Time: 1:39 pm

Page 3

City of Sandstone

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	1099?	Hand Check Number/Date
	Email Address	Inv. Date	Invoice No.		Net Amount

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-194-000-4220	Repair & Maintenance Supplies	CITY HALL ICE MELTER	19.98	0.00
101-25-520-000-4401	Building Repair & Maintenance	ANGLE PK GARAGE DOOR	180.63	0.00
Distribution Total			200.61	0.00

Vendor Total: 200.61

	MATT'S SANITATION INC.	01/17/2018	NVB	GARBAGE UTILITY	
	PO BOX 368	01/17/2018	N		241.02
31282	HINCKLEY	12/31/2017	N	N	0.00
M0001	MN 55037	01/17/2018	0.00	N	0
	<Emailing Stub Disabled>	12/31/2017	12/31/17		241.02

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-194-000-4384	Refuse Disposal	CITY HALL	58.50	0.00
101-20-300-000-4384	Refuse Disposal	STREETS	46.80	0.00
101-20-300-000-4384	Refuse Disposal	SHOP	105.30	0.00
201-15-220-000-4384	Refuse Disposal	FIRE HALL	16.38	0.00
201-15-220-000-4384	Refuse Disposal	AMBULANCE	14.04	0.00
Distribution Total			241.02	0.00

Vendor Total: 241.02

	METRO SALES	01/17/2018	NVB	COPIER LEASE	
	ATT: ACCOUNTS RECEIVABLE	01/17/2018	N		318.16
31264	MINNEAPOLIS	01/04/2018	N	N	0.00
M0113	MN 55423-4637	01/04/2018	0.00	N	0
	<Emailing Stub Disabled>	01/04/2018	INV975364		318.16

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-130-000-4210	General Operating Supplies		318.16	0.00
Distribution Total			318.16	0.00

Vendor Total: 318.16

	MINNESOTA POWER	01/17/2018	NVB	ELECTRIC UTILITY	
	P O BOX 1001	01/17/2018	N		3,552.93
31284	DULUTH	12/28/2017	N	N	0.00
M0002	MN 55806-1001	12/28/2017	0.00	N	0
	<Emailing Stub Disabled>	12/28/2017	12/28/17		3,552.93

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-194-000-4381	Electric Utilities		667.28	0.00
201-15-220-000-4381	Electric Utilities		247.45	0.00
101-20-346-000-4381	Electric Utilities		2,534.01	0.00
101-25-520-000-4381	Electric Utilities		104.21	0.00
Distribution Total			3,552.93	0.00

Vendor Total: 3,552.93

	MINNESOTA UI FUND	01/17/2018	NVB	UNEMPLOYMENT BENEFITS	
	PO BOX 64621	01/17/2018	N	LARRY VOLK	995.00
31291	ST PAUL	01/09/2018	N	N	0.00
M0039	MN 55164-0621	01/09/2018	0.00	N	0
	<Emailing Stub Disabled>	01/09/2018	01/09/18		995.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-20-300-000-4152	Unemployment Compensation	UNEMPLOYMENT	995.00	0.00

Edit List of Invoices - Detail w/GL

COUNCIL 01/17/18

Date: 01/12/2018

Time: 1:39 pm

City of Sandstone

Page 4

Ref. No.	Vendor Name Vendor Address City	Post Date Pay. Date Disc. Date	PO Number Req. No.	Bank Hold? Sep. Ck.?	Invoice Description Line 2 Invoice Description Line 2 Use Description 1 On Check	Gross Amount Taxes Withheld
Vendor No.	State/Province Zip/Postal Email Address	Due Date Inv. Date	Disc. % Invoice No.	1099?	Hand Check Number/Date	Discount Net Amount

Distribution Total					995.00	0.00
					Vendor Total:	995.00

31263	MN ENERGY RESOURCES CORP PO BOX 3140 MILWAUKEE	01/17/2018 01/17/2018 01/03/2018		NVB N N	NATURAL GAS UTILITY	882.76 0.00
M0076	WI 53201-3140 <Emailing Stub Disabled>	01/03/2018 01/03/2018	0.00 01/03/18	N 0		0.00 882.76

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-25-520-000-4383	Gas Utilities	LIONS HILL	101.03	0.00
101-25-520-000-4760	Sandstone History Center	HISTORY CTR	201.65	0.00
602-50-950-000-4383	Gas Utilities	WASTEWATER PLANT	184.11	0.00
601-60-911-000-4383	Gas Utilities	WATER PLANT	395.97	0.00
Distribution Total			882.76	0.00

Vendor Total: 882.76

31279	MN PUBLIC FACILITIES AUTHORITY 1ST NAT BANK BLDG ST PAUL	01/17/2018 01/17/2018 02/01/2018		NVB N N	PFA G.O. WATER REV BOND PMT	527.50 0.00
M0012	MN 55101-1378 <Emailing Stub Disabled>	02/01/2018 02/01/2018	0.00 2012018	N 0		0.00 527.50

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
315-40-470-000-4611	Bond Interest	PFA GO WATER REV BOND PMT	527.50	0.00
Distribution Total			527.50	0.00

Vendor Total: 527.50

31274	MPJ ENTERPRISES, LLC PO BOX 684 SANDSTONE	01/17/2018 01/17/2018 01/02/2018		NVB N N	MAIN ST SNOW REMOVAL	150.00 0.00
M0035	MN 55072 <Emailing Stub Disabled>	01/02/2018 01/02/2018	0.00 21383	Y 0		0.00 150.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-20-300-000-4312	Snow Removal		150.00	0.00
Distribution Total			150.00	0.00

Vendor Total: 150.00

31275	MPLS-DULUTH SUPERIOR PASS I 111 STATION 44 ROAD EVELETH	01/17/2018 01/17/2018 01/03/2018		NVB N N	NLX CONTRIBUTION	1,500.00 0.00
M0045	MN 55734 <Emailing Stub Disabled>	01/03/2018 01/03/2018	0.00 01/03/18	N 0		0.00 1,500.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
228-50-540-000-4814	Train - Rail	NLX CONTRIBUTION	1,500.00	0.00
Distribution Total			1,500.00	0.00

Vendor Total: 1,500.00

Edit List of Invoices - Detail w/GL

COUNCIL 01/17/18

Date: 01/12/2018

Time: 1:39 pm

Page 5

City of Sandstone

Ref. No.	Vendor Name	Post Date	PO Number	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.			
31276	NORTHERN BUSINESS PRODUCT	01/17/2018		NVB	CITY HALL CLEANING SUPPLIES	144.96
	PO BOX 16127	01/17/2018		N		0.00
N0043	DULUTH	01/04/2018		N	N	0.00
	MN 55816-0127	01/04/2018	0.00	N	0	0.00
	<Emailing Stub Disabled>	01/04/2018	252457-0			144.96

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-194-000-4220	Repair & Maintenance Supplies	P Towels, trash bags, screens	144.96	0.00
Distribution Total			144.96	0.00

Vendor Total: 144.96

31290	NORTHSPAN	01/17/2018		NVB	NLX ASSISTANCE	850.76
	221 WEST FIRST STREET	01/17/2018		N		0.00
N0017	DULUTH	01/05/2018		N	N	0.00
	MN 55802	01/05/2018	0.00	Y	0	0.00
	<Emailing Stub Disabled>	01/05/2018	6120			850.76

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
228-50-540-000-4300	Professional Services	NLX WORK	850.76	0.00
Distribution Total			850.76	0.00

Vendor Total: 850.76

31281	NORTHVIEW BANK	01/17/2018		NVB	2009B GO BOND	73,363.75
	PO BOX 9	01/17/2018		N		0.00
N0033	SANDSTONE	01/02/2018		N	N	0.00
	MN 55072	01/02/2018	0.00	N	0	0.00
	<Emailing Stub Disabled>	01/02/2018	1/2/2018			73,363.75

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
323-40-470-000-4601	Bond Principal	2009B GO BOND	25,000.00	0.00
323-40-470-000-4611	Bond Interest	2009B GO BOND	1,218.75	0.00
325-40-470-000-4601	Bond Principal	2009B GO BOND	45,000.00	0.00
325-40-470-000-4611	Bond Interest	2009B GO BOND	2,145.00	0.00
Distribution Total			73,363.75	0.00

31292	NORTHVIEW BANK	01/17/2018		NVB	MOZY BACKUP, COMPUTER MEM	62.45
	PO BOX 9	01/17/2018		N		0.00
N0033	SANDSTONE	01/04/2018		N	N	0.00
	MN 55072	01/04/2018	0.00	N	0	0.00
	<Emailing Stub Disabled>	01/04/2018	01/04/18			62.45

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-130-000-4404	Machiner & Equipment R & M	LOIS' COMPUTER MEMORY	33.00	0.00
101-10-130-000-4300	Professional Services	MOZY SERVER BACKUP	29.45	0.00
Distribution Total			62.45	0.00

Vendor Total: 73,426.20

31283	PAUL'S PORTABLES	01/17/2018		NVB	ICEFEST PORTABLES	240.00
	PO BOX 581	01/17/2018		N		0.00
P0017	SANDSTONE	01/08/2018		N	N	0.00
	MN 55072	01/08/2018	0.00	Y	0	0.00
	<Emailing Stub Disabled>	01/08/2018	01/08/18			240.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-25-520-000-4750	Sandstone Community Events	ICEFEST	240.00	0.00

Edit List of Invoices - Detail w/GL

COUNCIL 01/17/18

Date: 01/12/2018

Time: 1:39 pm

Page 6

City of Sandstone

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Gross Amount
	City	Disc. Date	Req. No.	Use Description 1 On Check	Taxes Withheld
	State/Province Zip/Postal	Due Date	Disc. %	1099?	Hand Check Number/Date
	Email Address	Inv. Date	Invoice No.		Discount
					Net Amount

Distribution Total	240.00	0.00
--------------------	--------	------

Vendor Total: 240.00

31270	PINE COUNTY ATTORNEY	01/10/2018		NVB	COUNTY PROSECUTION SERVI	
	635 NORTHRIDGE DRIVE NW	01/17/2018		N		5,000.00
P0067	PINE CITY	01/10/2018		N	N	0.00
	MN 55063	01/10/2018	0.00	N	0	0.00
	<Emailing Stub Disabled>	01/10/2018				5,000.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-160-000-4300	Professional Services		5,000.00	0.00
Distribution Total			5,000.00	0.00

Vendor Total: 5,000.00

31288	PINE COUNTY COURIER	01/17/2018		NVB	RINK AT AD, CHICKEN HEARING	
	414 NORTH MAIN AVENUE	01/17/2018		N		141.20
P0007	SANDSTONE	12/28/2017		N	N	0.00
	MN 55072	12/28/2017	0.00	N	0	0.00
	<Emailing Stub Disabled>	12/28/2017	12/28/17			141.20

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-130-000-4351	Notices & Publications	Ordinance 20171220-01	32.34	0.00
101-10-195-000-4351	Notices & Publications	Chicken pub hearing	41.36	0.00
101-10-130-000-4352	Advertising	Rink Attendant ad	67.50	0.00
Distribution Total			141.20	0.00

Vendor Total: 141.20

31277	PINE COUNTY TREASURER-AUDI	01/17/2018		NVB	POLICE CONTRACT	
	635 NORTHRIDGE DR NW STE 24	01/17/2018		N		11,024.00
T0001	PINE CITY	01/01/2018		N	N	0.00
	MN 55063-1696	01/01/2018	0.00	N	0	0.00
	<Emailing Stub Disabled>	01/01/2018	01/01/18			11,024.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-15-210-000-4300	Professional Services	POLICE CONTRACT	11,024.00	0.00
Distribution Total			11,024.00	0.00

Vendor Total: 11,024.00

31265	POSTMASTER	01/17/2018		NVB	STAMP REPLENISH	
		01/17/2018		N		223.40
P0010	SANDSTONE	01/09/2018		N	N	0.00
	MN 55072	01/09/2018	0.00	N	0	0.00
	<Emailing Stub Disabled>	01/09/2018	01/09/18			223.40

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-130-000-4322	Postage	GENERAL MAIL	155.40	0.00
601-60-911-000-4322	Postage	WATER	31.62	0.00
602-50-950-000-4322	Postage	SEWER	31.62	0.00
603-50-951-000-4322	Postage	STORM WATER	4.76	0.00
Distribution Total			223.40	0.00

Vendor Total: 223.40

Edit List of Invoices - Detail w/GL

COUNCIL 01/17/18

Date: 01/12/2018

Time: 1:39 pm

Page 7

City of Sandstone

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
31272	QUALITY HOME AND SPORT	01/17/2018	NVB	VACUUM BAGS, MOWER PARTS	
	1910 COUNTY ROAD 61	01/17/2018	N		77.96
Q0001	SANDSTONE	01/03/2018	N	N	0.00
	MN 55072	01/03/2018	0.00	N	0
	<Emailing Stub Disabled>	01/03/2018	01/03/18		77.96

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-25-520-000-4404	Machiner & Equipment R & M	MOWER BLADE, OIL FILTER	60.96	0.00
101-10-194-000-4220	Repair & Maintenance Supplies	VACUUM BAGS	17.00	0.00
Distribution Total			77.96	0.00

Vendor Total: 77.96

31294	CARRIE RICHARDSON	01/17/2018	NVB	FIRE HALL CLEANING	
	PO BOX 381	01/17/2018	N		300.00
R0039	SANDSTONE	01/11/2018	N	N	0.00
	MN 55072	01/11/2018	0.00	Y	0
	<Emailing Stub Disabled>	01/11/2018	23		300.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
201-15-220-000-4300	Professional Services	FIRE HALL CLEANING	300.00	0.00
Distribution Total			300.00	0.00

Vendor Total: 300.00

31266	SANDSTONE CHAMBER OF COMI	01/17/2018	NVB	LIBRARY CHAMBER DUES	
	P O BOX 23	01/17/2018	N		75.00
S0028	SANDSTONE	01/01/2018	N	N	0.00
	MN 55072	01/17/2018	0.00	N	0
	<Emailing Stub Disabled>	01/01/2018	01/01/18		75.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-25-550-000-4210	General Operating Supplies	CHAMBER DUES	75.00	0.00
Distribution Total			75.00	0.00

Vendor Total: 75.00

31285	SANDSTONE PETRO PLUS	01/17/2018	NVB	STREETS AND FIRE FD FUEL	
	325 QUARRY PLACE	01/17/2018	N		821.22
S0021	SANDSTONE	01/01/2018	N	N	0.00
	MN 55072	01/01/2018	0.00	N	0
	<Emailing Stub Disabled>	01/01/2018	01/01/18		821.22

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
201-15-220-000-4212	Motor Fuels	FD FUEL	259.58	0.00
101-20-300-000-4212	Motor Fuels	STREETS FUEL	561.64	0.00
Distribution Total			821.22	0.00

Vendor Total: 821.22

31289	SERVICEMASTER CLEAN	01/17/2018	NVB	CITY HALL WATER DAMAGE	
	PO BOX 608	01/17/2018	N		812.28
S0105	ST CLOUD	12/31/2017	N	N	0.00
	MN 56302	12/31/2017	0.00	N	0
	<Emailing Stub Disabled>	12/31/2017	130194		812.28

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-194-000-4401	Building Repair & Maintenance	WATER DAMAGE MITIGATION	812.28	0.00

Edit List of Invoices - Detail w/GL

COUNCIL 01/17/18

Date: 01/12/2018

Time: 1:39 pm

Page 8

City of Sandstone

Ref. No.	Vendor Name	Post Date	PO Number	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Req. No.	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Disc. %	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Inv. No.	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date				

Distribution Total	812.28	0.00
--------------------	--------	------

Vendor Total: 812.28

31293	SHORT ELLIOTT HENDRICKSON C	01/17/2018		NVB	RVR BLUFF, LUNDORFF, WTR MA	
	NW 6262	01/17/2018		N		14,159.36
S0014	MINNEAPOLIS	01/10/2018		N	N	0.00
	MN 55485-6262	01/10/2018	0.00	N	0	0.00
	<Emailing Stub Disabled>	01/10/2018	01/10/18			14,159.36

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
401-40-450-000-4531	Street Overlays	RIVER BLUFF/4TH ST	7,429.21	0.00
601-60-911-000-4404	Machiner & Equipment R & M	LUNDORFF UTILITY	5,277.40	0.00
601-60-911-000-4404	Machiner & Equipment R & M	2ND WATER MAIN	1,452.75	0.00
Distribution Total			14,159.36	0.00

Vendor Total: 14,159.36

31295	T-N-T CLEANING	01/17/2018		NVB	CITY HALL CLEANING	
	C/O TAMMY JOHNSON	01/17/2018		N		801.00
T0026	WILLOW RIVER	01/12/2018		N	N	0.00
	MN 55795	01/12/2018	0.00	N	0	0.00
	<Emailing Stub Disabled>	01/12/2018	01/12/18			801.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
101-10-194-000-4300	Professional Services	CITY HALL CLEANING	801.00	0.00
Distribution Total			801.00	0.00

Vendor Total: 801.00

31268	TWIN CONSTRUCTION, LLC	01/17/2018		NVB	CITY HALL ROOF REPLACEMENT	
	30780 108TH ST	01/17/2018		N		38,500.00
T0033	PRINCETON	12/28/2017		N	N	0.00
	MN 55371	01/17/2018	0.00	N	0	0.00
	<Emailing Stub Disabled>	12/28/2017	3264			38,500.00

GL Number	Account Name	Distribution Line Description	Pay Amount	Relieve Amount
401-40-451-000-4520	Buildings/Structures	CITY HALL ROOF REPAIR	38,500.00	0.00
Distribution Total			38,500.00	0.00

Vendor Total: 38,500.00

Grand Total: 217,014.33

Less Credit Memos: 0.00

Net Total: 217,014.33

Less Hand Check Total: 2,050.00

Outstanding Invoice Total: 214,964.33

Total Invoices: 34

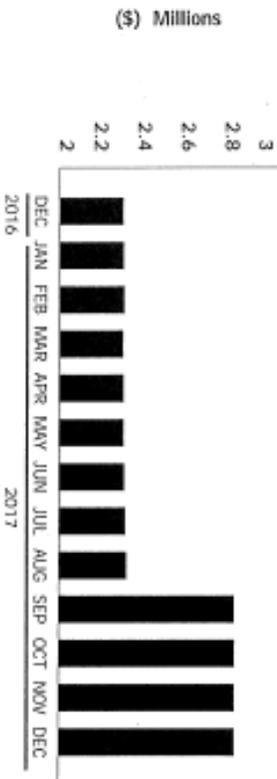
Account Summary

Basic Securities Account
 364-123048-120
 CITY OF SANDSTONE
 ATTN: LOIS NEWBY

CHANGE IN VALUE OF YOUR ACCOUNTS (includes accrued interest)

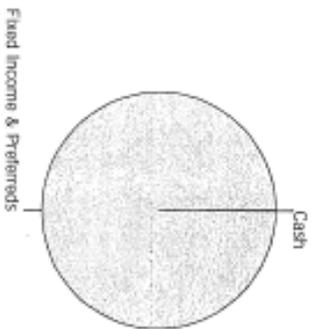
	This Period (12/1/17-12/31/17)	This Year (1/1/17-12/31/17)
TOTAL BEGINNING VALUE	\$2,806,548.37	\$2,292,515.93
Credits	—	490,000.00
Debits	—	—
Security Transfers	—	—
Net Credits/Debits/Transfers	—	\$490,000.00
Change in Value	(1,500.99)	22,531.45
TOTAL ENDING VALUE	\$2,805,047.38	\$2,805,047.38

MARKET VALUE OVER TIME



ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$4,322.25	0.15
Fixed Income & Preferreds	2,800,725.13	99.85
TOTAL VALUE	\$2,805,047.38	100.00%



Morgan Stanley

CLIENT STATEMENT | For the Period December 1-31, 2017

Page 5 of 10

Account Summary

Basic Securities Account CITY OF SANDSTONE
364-123048-120 ATTN: LOIS NEWBY

BALANCE SHEET (^ Includes accrued interest)

	Last Period (as of 11/30/17)	This Period (as of 12/31/17)
Cash, BDP, MMFS	\$4,040.87	\$4,322.25
Government Securities ^	494,286.25	495,500.59
Certificates of Deposit ^	2,308,221.25	2,305,224.54
Total Assets	\$2,806,548.37	\$2,805,047.38
Total Liabilities (outstanding balance)	—	—
TOTAL VALUE	\$2,806,548.37	\$2,805,047.38

INCOME AND DISTRIBUTION SUMMARY

	This Period (12/1/17-12/31/17)	This Year (1/1/17-12/31/17)
Other Dividends	—	\$343.51
Interest	281.38	42,127.86
Total Taxable Income And Distributions	\$281.38	\$42,471.37
Total Tax-Exempt Income	—	—
TOTAL INCOME AND DISTRIBUTIONS	\$281.38	\$42,471.37

ADDITIONAL ACCOUNT INFORMATION

Category	This Period (12/1/17-12/31/17)	This Year (1/1/17-12/31/17)
Accrued Interest Paid	—	\$968.32

CASH FLOW

	This Period (12/1/17-12/31/17)	This Year (1/1/17-12/31/17)
OPENING CASH, BDP, MMFS	\$4,040.87	\$11,818.79
Purchases	—	(1,223,968.33)
Sales and Redemptions	—	684,000.00
Income and Distributions	281.38	42,471.79
Total Investment Related Activity	\$281.38	\$(497,496.54)
Electronic Transfers-Credits	—	490,000.00
Total Cash Related Activity	—	\$490,000.00
CLOSING CASH, BDP, MMFS	\$4,322.25	\$4,322.25

GAIN/(LOSS) SUMMARY

	Realized This Period (12/1/17-12/31/17)	Realized This Year (1/1/17-12/31/17)	Unrealized Inception to Date (as of 12/31/17)
Short-Term Gain	—	—	\$1,403.85
Short-Term (Loss)	—	—	(2,288.31)
Total Short-Term	—	—	\$(884.46)
Long-Term Gain	—	—	2,195.60
Long-Term (Loss)	—	—	(18,310.28)
Total Long-Term	—	—	\$(16,114.68)
TOTAL GAIN/(LOSS)	—	—	\$(16,999.14)

PERSONAL ACCOUNTS RETIREMENT ACCOUNTS EDUCATION ACCOUNTS TRUST ACCOUNTS **BUSINESS ACCOUNTS**

Account Detail

Basic Securities Account
364-123048-120
CITY OF SANDSTONE
ATTN: LOIS NEWBY

Investment Objectives (in order of priority): Income, Capital Appreciation

Brokerage Account

HOLDINGS

CASH, BANK DEPOSIT PROGRAM AND MONEY MARKET FUNDS

Description	Market Value	7-Day Current Yield %	Est Ann Income	APY %
CASH	\$281.38			
MS U.S. GOV'T MONEY MARKET TR	4,060.87	0.970	39.20	—
CASH, BDP, AND MAFS	Market Value		Est Ann Income	
	0.15%		\$4,322.25	\$39.20

GOVERNMENT SECURITIES
FEDERAL AGENCIES

Security Description	Trade Date	Face Value	Orig Unit Cost	Unit Price	Orig Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
FED NMTL MTG ASSN STEP - 03/28/18 02.00 Coupon Rate 1.500%; Matures 03/28/2024; CUSIP 31363P03	3/15/16	248,000.000	\$100.000	\$99.073	\$248,000.00	\$245,701.04	\$(2,298.96) LT	\$3,720.00	1.51
FED FARM CR BK Coupon Rate 2.500%; Matures 08/28/2024; CUSIP 3133EHWL3	10/23/17	249,000.000	100.000	99.081	249,000.00	246,711.69	(2,288.31) ST	6,225.00	2.52

Account Detail

Basic Securities Account
364-123048-120
CITY OF SANDSTONE
ATTN: LOIS NEWEY

GOVERNMENT SECURITIES	Percentage of Holdings	Face Value	Orig Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
		497,000.000	\$497,000.00	\$492,412.73	\$(2,298.96) LT	\$9,945.00	2.02%
			\$497,000.00		\$(2,288.31) ST	\$3,087.86	
TOTAL GOVERNMENT SECURITIES	17.66%			\$495,500.59			

CERTIFICATES OF DEPOSIT

Security Description	Maturity Date	Face Value	Orig Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
MS BANK CD SALT LAKE CITY UT CD Coupon Rate 1.900%; Matures 08/21/2018; CUSIP 61747N0280	9/15/17	245,000.000	\$245,000.00	\$245,519.40	\$519.40 ST	\$4,655.00	1.89%
MS PRIVATE BK CD PURCHASE NY CD Coupon Rate 1.900%; Matures 08/21/2018; CUSIP 6176040965	9/15/17	245,000.000	245,000.00	245,519.40	519.40 ST	1,288.09	1.89%
ST BK OF ILLINOIS CD CHICAGO IL CD Coupon Rate 2.000%; Matures 07/16/2019; CUSIP 8562839159	7/1/15	105,000.000	105,000.00	105,004.20	4.20 LT	2,100.00	1.99%
CAPITAL ONE BANK GLEN ALLEN VA CD Coupon Rate 2.000%; Matures 09/23/2019; CUSIP 1406200477	9/17/15	230,000.000	230,000.00	230,351.90	351.90 LT	4,660.00	1.99%
CAPITAL ONE NA MCLEAN VA CD Coupon Rate 2.000%; Matures 09/30/2019; CUSIP 1406280455	9/22/15	221,000.000	221,000.00	221,320.45	320.45 LT	4,420.00	1.99%
CIT BANK SALT LAKE CITY UT CD Coupon Rate 2.150%; Matures 01/14/2020; CUSIP 1728404988	1/8/15	247,000.000	247,000.00	247,637.26	637.26 LT	5,311.00	2.14%
Goldman Sachs NEW YORK NY CD Coupon Rate 2.200%; Matures 01/14/2020; CUSIP 381484H80	1/8/15	247,000.000	247,000.00	247,881.79	881.79 LT	5,434.00	2.19%
JPMORGAN CHASE BANK NA COLUMBIUS OHIO FID Coupon Rate 1.300%; Matures 05/15/2021; CUSIP 4812518817	4/28/15	107,000.000	107,000.00	106,971.11	(28.89) LT	1,291.00	1.30%
Synchrony DEAPER UT CD Coupon Rate 2.400%; Matures 05/19/2022; CUSIP 8716410022	5/16/17	245,000.000	245,000.00	245,365.05	365.05 ST	5,880.00	2.39%

Morgan Stanley

CLIENT STATEMENT | For the Period December 1-31, 2017

Page 8 of 10

Account Detail

Basic Securities Account
364-123048-120
CITY OF SANDSTONE
ATTN: LOIS NEWMY

Security Description	Trade Date	Face Value	Orig Unit Cost	Unit Price	Orig Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
GULF COAST BK CD NEW ORLEANS LA CD	3/10/16	115,000.00	100.000	98.456	115,000.00	113,224.40	(1,775.60) LT		
Coupon Rate 2.050%; Matures 03/23/2023; CUSIP 402194EU	3/15/16	52,000.00	100.000	98.456	52,000.00	51,197.12	(802.88) LT		
Total		167,000.00			167,000.00	164,421.52	(2,578.48) LT	3,424.00	2.08
HSBC BK USA N A MC LEAN VA FID	8/10/16	245,000.00	100.000	94.529	245,000.00	231,596.05	(13,403.95) LT	4,900.00	2.11
Coupon Rate 2.000%; Matures 08/16/2024; CUSIP 404340BAA			100.000		245,000.00			1,524.18	
Total		245,000.00			245,000.00	231,596.05	(13,403.95) LT	6,424.18	2.11

CERTIFICATES OF DEPOSIT	Percentage of Holdings	Face Value	Orig Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
		2,304,000.00	\$2,304,000.00	\$2,291,588.13	\$(13,815.72) LT	\$46,770.00	2.04%
			\$2,304,000.00	\$2,291,588.13	\$(13,815.72) LT	\$13,636.41	
TOTAL CERTIFICATES OF DEPOSIT	82.18%			\$2,305,224.54			
<i>(Includes accrued interest)</i>							
TOTAL VALUE			\$2,801,000.00	\$2,788,323.11	\$(16,114.68) LT	\$56,754.20	2.02%
TOTAL VALUE	100.00%			\$2,805,047.38		\$16,724.27	
<i>(Includes accrued interest)</i>							

ALLOCATION OF ASSETS *(^ Includes accrued interest)*

	Cash	Equities	Fixed Income & Preferred Securities	Alternatives	Annuities & Insurance	Structured Investments	Other
Cash, BDP, MMFS	\$4,322.25	—	—	—	—	—	—
Government Securities ^	—	—	\$495,500.59	—	—	—	—
Certificates of Deposit ^	—	—	2,305,224.54	—	—	—	—
TOTAL ALLOCATION OF ASSETS ^	\$4,322.25	—	\$2,800,725.13	—	—	—	—

Emma Riske

Shawn Jansen

Allison Downs ☺

Emma Jansen ☺

John Hyman

Cassidee Thorvig

North Street

Deanna Staelin

Thank You, City of Sandstone!

The ETA greatly appreciates how you let our group and other kids go sledding out of normal hours. It was an event that meant a lot to the kids that attended and they will remember it for a long time. Thank you again for making our trip to Lion's Hill easy & fun!

Yours Truly,
ETA.



**East
Central**
Regional
Development
Commission

100 Park Street South
Mora, MN 55051

(320) 679-4065
FAX: (320) 679-4120
e-mail: ecrdc@ecrdc.org
www.region7Erdc.org

RECEIVED JAN 11 2018

January 9, 2018

RE: Region 7E Legislative RoundTable on Broadband Internet

Dear Honorable Mayor, Council & EDA:

The East Central Regional Development Commission, in partnership with the Blandin Foundation, cordially invites you to attend a Regional Legislative RoundTable on Broadband Internet with the State Legislators & Congressional Delegation of Region 7E along with the region's other local units of government.

This RoundTable is scheduled for 7:00 PM on Monday, February 5th at the Kanabec County Courthouse in Mora.

The focus of this Legislative RoundTable is to provide local units of government an opportunity to provide insight and comment on broadband internet issues impacting our communities before the start of the 2018 legislative session.

For more information on this Legislative RoundTable with the local units of government from our region, or if you have any questions, please do not hesitate to contact me at (320) 679-4065 #22. We hope you are able to attend this very important event.

Yours very truly,

Robert L. Voss
Executive Director