

**SANDSTONE CITY COUNCIL**  
**WEDNESDAY – DECEMBER 20, 2017**  
**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. Consent Agenda:
  - A. Approval of Meeting Minutes:
    1. November 15, 2017 – Special Council Meeting – Work Session (pg. 3)
    2. December 6, 2017 – Regular Council Meeting (pgs. 4-9)
  - B. Cemetery Deed – Dean & Edith Maser (pg. 10)
8. Old & Continuing Business
  - A. Adopt 2018 Final City Budget & Levy (pgs. 11-13)
  - B. Adopt 2018 Final EDA Budget & Levy (pgs. 14-16)
9. New Business:
  - A. Consider Rescinding City Code 1135 - Cigarettes (pgs. 17-19)
  - B. LMC Leadership Conference for Experienced Elected Officials (pgs. 20-22)
10. Reports
  - A. Park & Rec Commission – December 8, 2017 Meeting (pgs. 23-29)
    1. Special Event Permit – Ice Fest January 5-7, 2018
  - B. Planning Commission – December 13, 2017 Meeting (pgs. 30-35)
    1. Comprehensive Plan
  - C. Building Department Report – November 15 through December 15, 2017 (pg. 36)
  - D. Financial Reports
    1. Cash Balance, Revenue & Expenditure Report – November, 2017 (pg. 37)
    2. Vendor Approval Summary Report – December 6, 2017 (Paid Claims) (pg. 38)
    3. A/P Clerk Claims – December 7 through December 20, 2017 (Unpaid Claims) (pgs. 39-45)
11. Written Notices and Communications
12. Administrator's Report
13. Adjourn

**UPCOMING MEETINGS:**

December 20 6:00 p.m. – City Council Meeting

December 25 CITY HALL CLOSED – Christmas Day

December 27 6:00 p.m. – EDA Meeting

January 2 10:00 a.m. – County Board Meeting (re NLX)

January 3 6:00 p.m. – City Council Meeting

January 4 9:30 a.m. – Pine County Housing Initiative Meeting

January 4 10:30 a.m. – East Central Housing Organization (ECHO) Meeting

January 5-7 Ice Fest – Robinson Park

January 8 4:00 p.m. – Sandstone History and Art Center (SHAAC) Meeting

January 9-10 Housing Institute – Detroit Lakes

January 10 12:00 p.m. – Sandstone Area Chamber of Commerce (SACC) Meeting

January 10 7:00 p.m. – Planning Commission Meeting

January 11 2:00 – 7:00 p.m. – Small Cities Development Program (SCDP) Application Assistance

January 12 8:00 a.m. – Park & Rec Commission Meeting

January 12 12:00 p.m. – East Central Regional Development Commission (ECRDC) Administrator’s Meeting

January 15 CITY HALL CLOSED – MARTIN LUTHER KING JR DAY

January 17 6:00 p.m. – City Council Meeting

January 22 10:30 a.m. – NLX / Technical Advisory Committee (TAC)

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 26 10:00 a.m. – GPS 45:93 Meeting

**SANDSTONE CITY COUNCIL  
SPECIAL MEETING - WORK SESSION  
November 15, 2017, 5:00 p.m.**

**CALL TO ORDER:** 5:00 p.m.

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

Members absent: None

Staff present: Administrator George

**SPECIAL ITEMS OF BUSINESS:**

City Administrator Performance Evaluation

The Council conducted a 3-month performance evaluation of the City Administrator (August through October). In preparation for the work session, each Council Member was given a performance evaluation packet to fill out. Prior to the work session, Mayor Spartz and Council Member Kester met to compile all of the input received from the Council Members into one performance evaluation packet. The Council met as a whole at 5:00 p.m. to discuss the overall evaluation.

The Council then met with Administrator George at 5:30 p.m. to review the evaluation. George received an overall rating of exceeds expectations. Goals were discussed for the next three-month period, to include the Small Cities Development Program, the Rental Inspection Program, and Economic Development.

**ADJOURN**

The meeting was adjourned at 5:55 p.m.

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Peter Spartz, Mayor

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Kathy George, Administrator

**Sandstone City Council Meeting Minutes  
December 6, 2017**

**CALL TO ORDER:** 6:00 p.m.

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

Members absent: none

Staff present: Administrator George and Recording Secretary Nelson

Others present: Deputy Workman

**PLEDGE OF ALLEGIANCE:**

Council, guests and staff recite pledge of allegiance.

**ADDITIONS OR CORRECTIONS TO THE AGENDA**

**Motion Devlin, second Palmer to approve the agenda as presented. Motion carried 5-0.**

**SPECIAL ITEMS OF BUSINESS:**

Deputy Workman reported on the activity for November. The administrator reported that she, Mayor Spartz and Council Member Franklin met with Sheriff Nelson, Deputy Workman, Deputy Anderson, and Deputy Ouverson regarding law enforcement presence in the city and the camera placement. The City is also interested in adding lights in the alleys downtown; the administrator is discussing this possibility with the power company. One of the council members asked about cameras around the businesses on Highway 123 due to the drug trafficking that occurs in that area. The idea was discussed regarding the possible sponsorship by businesses of a camera near their particular location. The deputy had left his email address with the mayor and asked to be kept in the loop regarding meetings that include the Sheriff's department and the council.

**PETITIONS OR COMPLAINTS BY RESIDENTS AND/OR COUNCIL MEMBERS:** none

**PUBLIC HEARING:** none

**CONSENT AGENDA:**

**Motion Devlin, second Franklin to accept the Nov 15, 2017 Regular Council Meeting and November 20, 2017 Council Work Session minutes, Resolution No. 20171206-01 Designating Annual Polling Place, and a Cemetery Deed to Gary & Barbara Bowen. Motion carried 5-0.**

**OLD & CONTINUING BUSINESS:**

Truth in Taxation Meeting

**Motion Devlin, second Palmer to open the Truth in Taxation Meeting at 6:38 p.m. Motion carried 5-0.**

This annual meeting is required by State Statues. The purpose of the meeting is to explain the tax impact the City's levy will have on the taxpayers of the City of Sandstone. The final 2018 budget & levy will be approved at the December 20 Council Meeting.

The administrator's presentation covered 1) the different entities that levy property taxes and what percentage they each receive, 2) the process that takes place before taxes are assessed to a property

owner, 3) measures used to calculate property value, 4) tax capacity number, 5) general fund expenses in general and specifically for 2018, 6) proposed general fund revenues, 7) the calculation of 2018 proposed levy, 8) the impact on taxpayers – both residential and commercial, 9) tax increase factors and 10) the 2018 proposed levy. She has handouts of the presentation that she would be happy to email anyone who has questions. Or, they can pick up a copy at City Hall.

Tonight's meeting was to talk about the city's portion of the tax levy. Property owners will have a chance in the spring to challenge their property valuations. There was a question regarding estimated market value. The market value homestead exclusion seemed to have dropped off some people's estimated tax bill. The administrator will check with the county to see if something has changed that property owners should know about.

Sandstone gets a healthy amount of local government aid which covers city council, advisory commissions, planning & zoning, legal, public safety, fire department, code enforcement, public works department, culture and recreation, animal control, city celebrations, library, cemetery, street lighting and some misc. Sandstone's levy for the general fund is zero. The City levies for debt service, capital improvement fund, Wild River and some of the EDA expense. The preliminary levy that was adopted in September included a levy increase of 7.1%. The final levy presented tonight has reduced the levy increase to 1%. This will bring Sandstone's projected tax rate down to 82.585% which is about 7% less than last year. The administrator went into some detail regarding things that will affect a property owner's tax bill.

**Motion Devlin, second Kester to close the Truth in Taxation Meeting at 8:02 p.m. Motion carried 5-0.** The final 2018 budget and levy will be adopted at the December 20<sup>th</sup> Council Meeting.

Resolution No 20171206-02 – Deed Restriction for Softball Fields/DNR Grant

The City received a DNR Outdoor Recreation Grant in 1978 to resurface the tennis courts for \$2,100. The DNR requires that lands developed with grant funds be retained solely for public outdoor recreation use. It was discovered that the City does not own the land where the tennis courts are, and the tennis courts are no longer in operation. Therefore, the DNR requires the City to designate other land of equal or greater value as public outdoor recreation use. The softball field (parcel IDs 45.0105.000 and 45.0104.000) has been approved for this designation. A Deed Restriction needs to be adopted and recorded against these properties.

**Motion Franklin, second Palmer to approve Resolution No 20171206-02. Motion carried 5-0.**

City Hall Interior Repairs

With the roof repairs complete, the interior repairs can begin in the DMV and CIP offices. An estimate was received from Degerstrom Construction, LLC for a total of \$6,920.00. Once this work is completed, new carpeting will be needed. The insurance adjuster says that putting up the counter area and furniture in the DMV space will not be covered; so there will be a small adjustment to the total price.

**Motion Palmer, second Devlin to approve the estimate received from Degerstrom Construction for the interior repair work totaling \$6,920.00. Motion carried 5-0.**

A quote for carpeting the DMV space was received for \$1,375 from Ben's Hometown Flooring out of North Branch. The quote for carpeting the CIP office is \$675. Insurance will cover the carpeting in the

DMV space. Staff made the decision to also replace the carpeting in the CIP office, which will not be covered by insurance.

**Motion Devlin, second Kester to approve the quote received from Ben's Hometown Flooring for carpeting in the total amount of \$2,050.00. Motion carried 5-0.**

The insurance company has stated that the roof will not be covered as they are categorizing it as a maintenance issue. The administrator would like to appeal this decision after receiving the insurance report.

One of the council members inquired about the leak that the library has. The gentleman that is doing the roof repairs investigated and believes that two traps (U-joint) attached to the condenser should take care of that leak. He had also repaired a leak he found when he first came up to look at the DMV area roof problems.

#### **NEW BUSINESS:**

##### Snowplowing Policy

Staff has been working on creating a new Snowplowing Policy. Street Supervisor Mikrot has reviewed the policy and provided input and the map of the sidewalks that are swept by the city. One of the council members did not agree with the policy that if the snowplow damages a mailbox, a standard one will be used for replacement no matter what kind the owner had in the first place. The administrator pointed out that each case could be handled individually, depending on the situation.

**Motion Kester, second Franklin to approve the new snowplowing policy. Motion carried 5-0.**

##### Stipend for Commissions/Boards

The Council expressed the desire to pay a stipend of \$25 per meeting attended by members of various City boards/commissions –Park & Rec Commission, EDA, Planning Commission. Council Members are currently paid a stipend for Personnel Committee, Finance Committee, and Intergovernmental Committee meetings.

**Motion Devlin, second Palmer to approve a stipend for the Park & Rec Commission, EDA, and Planning Commission members when they attend their appointed meetings. Motion carried 5-0.**

##### Resolution No. 201712016-03 – Establishing Fire Fund 201

The Council has expressed interest in creating a separate Fire Fund, rather than accounting for the Fire Department in the General Fund. Fund 201 is proposed to be established effective January 1, 2018. This new fund will be used for the Fire Department operations, currently in the City General Fund (101). The Finance Officer Newey also suggested that the capital improvement savings should also be moved over into the new fund.

Devlin abstained from this discussion and vote because he serves as a firefighter for the Department.

**Motion Palmer, second Spartz to approve Resolution No. 201712016-03 – Establishing Fire Fund 201 and further transferring any fund balance remaining for the Fire Department in the General Fund at the end of fiscal year 2017 and also transferring any reserve cash/capital improvement fund balance remaining for the Fire Department in the Capital Improvement Fund at the end of fiscal year 2017. Motion carried 4-0, with Devlin abstaining.**

MN Environmental Science and Economic Review Board (MESERB) Membership

The issue of MPCA Phosphorus Limits was discussed at the Coalition of Greater MN Cities (CGMC) conference that the administrator attended November 16-17 in Alexandria. CGMC has been successful in challenging the EPA results when it comes to lake standards. The administrator got in touch with attorney Daniel Marx of Flaherty-Hood who is a specialist in this area. Marx suggested that the City examine the results the EPA has submitted and challenge them. Because the City does not have the resources to do this, the City could hire SEH or another specialist to do it, which would be costly. Another avenue would be to join MESERB because they are working on these studies to challenge the phosphorus mandates of the EPA/MNPCA. This is due to technical errors having been found in MPCA's calculations based on TMDLs and lake standards. If the City joins MESERB, they will review the City's NPDES permit and look at the test results putting the City in a better position to possibly challenge the results. The fee for being a member is \$420/year. The testing is being done at the point of outflow from the pond but there is more distance before it hits the water.

**Motion Franklin, second Kester to approve the City joining the MESERB and signing the joint powers agreement. Motion carried 5-0.**

Public Works Building

Now that the City has paid off the lease on the Public Works Building, two documents need to be executed: a Termination of Lease Purchase Agreement and a Termination of Ground Lease.

**Motion Kester, second Devlin to approve the Termination of Lease Purchase Agreement and Termination of Ground Lease documents. Motion carried 5-0.**

**REPORTS:**

Finance Officer Newey requested authorization to make the following transfers:

<u>Fund</u>	<u>\$ Transfer Out</u>	<u>Fund</u>	<u>\$ Transfer In</u>	<u>Description</u>
101	6900.00	401	6900.00	Prior fire bldg. expense
101	26,050.00	401	26,050.00	Hennum Property Purchase
101	48,259.26	401	48,259.26	Fire Formula-LT Equipment
101	5,000.00	401	5,000.00	Public Works Equipment
101	5,000.00	401	5,000.00	Fire Formula-Building
101	3,615.00	401	3,615.00	Tax Abatement
601	12,000.00	322	12,000.00	Utility Revenue to Debt Service
601	26,000.00	315	26,000.00	Utility Revenue to Debt Service
101	219,949.93	324	219,949.93	Building Grounds lease payoff
603	5,400.00	325	5,400.00	Utility Revenue to Debt Service
231	60,590.53	610	60,590.53	Wild River Apts. Bond Levy Shortfall
101	31,030.00	324	31,030.00	Lease-purchase Public Work Building
<b>421</b>	<b>TBD</b>	<b>422</b>	<b>TBD</b>	50% Match to EDA Grant Fund

Staff is recommending all Fund Transfers be approved as listed for fiscal year 2017.  
Total \$449,794.72.

**Motion Franklin, second Devlin to approve the transfers and accept and pay A/P Clerk Claims.  
Motion carried 5-0.**

**WRITTEN NOTICES AND COMMUNICATIONS:**

MN Dept of Health – Notification to Initiate Wellhead Protection Planning. The staff will be working with PeopleService, Inc. on fulfilling this requirement.

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

Brown Beans Health Store – Ryan Brown

Brown has been having sewer problems; Mike Johnson took a look and the line has collapsed. Brown’s line runs through the neighboring property and goes to the main in the alley. Mike Johnson suggests that they make a new line from his business straight back to the City’s main. Mr. Brown asked for help with the estimated cost of \$1,952.00. It will be assessed onto his property taxes at 6.5%.

Comprehensive Plan – Final Changes

Copies of changes were presented to the Council that included changing the name of the Medical/Business Park to Professional/Light Industrial Business Park. Language in the description of this district was also changed to make the stated requirements applicable to all development. The Future Land Use Map was also modified. Areas marked “open space/productive land” were changed to “suburban/residential.”

The administrator will update the Planning Commission next week and bring it back to the next Council meeting for final adoption of the Comprehensive Plan.

Vork Property

The final payment has been made for the purchase of the Vork property. Paperwork (warranty deed, affidavit of trustee, eCRV) is being finalized.

US Army Corps of Engineers – Section 569 Grant Application

SEH Engineer Greg Anderson and the administrator submitted the letter of application for the 569 grant, hoping to seek funding for the watermain loop project that is being planned for 2018. It is too late for the 2018 grant cycle, but the Corps will consider the application for 2019.

CGMC Conference – November 16-17

During the EDA meeting, it was noted that the City needs quality day care. This was a topic at the CGMC Conference attended by the administrator as well. The administrator would like to organize a forum for Sandstone citizens and day care providers. Other topics discussed at the conference include broadband. The administrator suggested perhaps fiber could be extended throughout the Industrial Park. She is working with Consolidated Communications to find out what the options are. The administrator also handed out the CGMC 2018 Priorities for the council to look at.

Carole Bersin – Mural Project

The administrator is going to help Bersin apply for an East Central Regional Arts Council Grant to create a mural that will be displayed in the community.

Housing

Council Member Palmer, Jackson and the administrator met with the company One Roof (a non-profit organization from Duluth that does Land Trusts) and property owner Al Blesener. The administrator approached them regarding the lots on either side of the softball fields. The representative from One

Roof expressed interest in all of the lots; perhaps working on the four lots that have City sewer and water in their 2018 application to Minnesota Housing, and then working on the twelve undeveloped lots for 2019.

The administrator is getting proposals for a comprehensive Housing Study for the City and will bring this back to the EDA for discussion.

### NLX

Mayor Spartz, Council Member Kester and the administrator met with Frank Loetterle from MN DOT and Karl Schuettler, the Northspan Group, to discuss a possible station in Sandstone. The City is one of two locations being considered for a maintenance station. It should be an advantage that Sandstone is more rural with a possible greater need for the jobs. The number of positions that could be provided by the station could be 10-20. Loetterle had some interesting ideas on what the end lot in the Industrial Park could be used for as well. They also discussed a rail spur in the park and the possibility of applying for a TIGER grant. The next step could be for individuals to compose letters to the legislature as to why Sandstone needs the station here. Mr. Loetterle indicated that if Pine County was on board with having the station here, it would also help. The administrator will be working with Karl Schuettler to produce some local marketing materials.

### Rink Maintenance/Warming House Attendant

The last time the City advertised the position, only one application was received. So, it is being advertised again for two more weeks with the pay increased from \$10/hour to \$12.50/hour.

The Administrator went over the upcoming meetings that the council might be interested in attending.

### **ADJOURN**

**Motion Franklin, second Spartz to adjourn at 8:10 p.m. Motion carried 5-0.**

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Peter Spartz, Mayor

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Kathy George, Administrator

**CITY CEMETERY DEED**

KNOW ALL MEN BY THESE PRESENTS, that the City of Sandstone in the  
County of Pine and State of Minnesota  
in consideration of the sum of *Nine Hundred and 0/100<sup>th</sup>* Dollars,  
duly received, does hereby Grant, Bargain, Sell and Convey unto  
**Dean & Edith Maser**  
heirs and assigns, forever, the following described piece of land as and for a place for the  
burial of the dead to-wit:

**N 1/2 of Lot 103 Section F, 2<sup>nd</sup> Addition  
(Above ground monuments are not allowed)**

Spring Park Cemetery, situate on City of Sandstone, in the County of Pine and State of  
Minnesota, according to the plat of said Cemetery on file in the office of the City  
Clerk/Treasurer of said City in said County.

TO HAVE AND TO HOLD THE SAME, subject to all the laws of this state, now  
or hereinafter enacted for the management and regulation of Cemeteries in Cities, and  
also subject to all Rules and Ordinances of the said City, now or hereafter made, for the  
regulation of the affairs of the same, or any part thereof.

IT IS HEREBY COVENANTED, that said hereby granted premises are free from  
all encumbrances, and that the title now conveyed is in fee simple, and that said City will  
warrant and defend the same to said grantee, their heirs and assigns forever.

IN TESTIMONY WHEREOF, the said City has caused these presents to be  
executed in its name by its Mayor and Clerk/Treasurer of the City Council and its  
corporate seal to be hereunto affixed on this date: December 20, 2017.

City of Sandstone

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

and \_\_\_\_\_  
Clerk/Treasurer

(Seal)

**STATE OF MINNESOTA  
County of Pine  
City of Sandstone**

On this date, December 20, A.D. 2017, before me, a Notary Public, within and for  
said County, personally appeared

**CITY OF SANDSTONE**  
**Memorandum**

**TO:** City Council  
**FROM:** Kathy George, City Administrator  
**DATE:** December 20, 2017  
**SUBJECT:** Adopt 2018 Final City Budget & Levy

**BACKGROUND:** The Council approved the 2018 Preliminary Budget & Levy on September 20, 2017. The annual Truth in Taxation Meeting was held on December 6, 2017. Now is the time for the Council to approve the 2018 Final City Budget & Levy. The final 2018 City Levy represents a 1% increase over the 2017 City Levy.

**ATTACHMENTS** Resolution No. 20171220-01 Adopting Final 2018 Budget  
Resolution No. 20171220-02 Adopting Final 2018 Levy

**STAFF RECOMMENDATION:** Adopt both resolutions as presented.

**ACTION REQUIRED:** Motion \_\_\_\_\_, second \_\_\_\_\_  
Approved \_\_\_\_\_ Denied \_\_\_\_\_ Other \_\_\_\_\_

**CITY OF SANDSTONE  
RESOLUTION NO. 20171220-01**

**RESOLUTION ADOPTING  
FINAL 2018 BUDGET**

BE IT RESOLVED by the city council, city of Sandstone, County of Pine, Minnesota, that the following sums be budgeted for 2018 expenditure for the City of Sandstone for the following purposes:

General Fund	977,210
Special Revenue Funds	
Perpetual Care	800
Fire Department	197,693
Debt Service Funds	
Debt Service	91,550
EDA Shortfall Levy	100,000
Enterprise Funds	
Water Fund	256,650
Sewer Fund	287,900
Stormwater Fund	38,200
Capital Funds	
Capital Projects	438,572
Total Operating Budget	2,388,575

The City Clerk is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Pine County, Minnesota.

Adopted by the City Council on December 20, 2017.

\_\_\_\_\_  
Peter Spartz, Mayor

Attest:

\_\_\_\_\_  
Kathy George, City Administrator

**CITY OF SANDSTONE  
RESOLUTION NO. 20171220-02**

**RESOLUTION ADOPTING FINAL TAX LEVY  
FOR TAXES PAYABLE 2018**

BE IT RESOLVED by the city council, city of Sandstone, County of Pine, Minnesota, that the following sums of money for the current year collectable 2018 be distributed upon the taxable property in the City of Sandstone for the following purposes:

Total General Fund Levy	-0-
Capital Improvements	340,062
Debt Service Levy	191,550
Offset from General Fund Excess	(57,304)
 Final Tax Levy for Taxes Payable 2018	 474,308

The City Clerk is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Pine County, Minnesota.

Adopted by the City Council on December 20, 2017.

\_\_\_\_\_  
Peter Spartz, Mayor

Attest:

\_\_\_\_\_  
Kathy George, City Administrator

**CITY OF SANDSTONE**  
**Memorandum**

**TO:** City Council  
**FROM:** Kathy George, City Administrator  
**DATE:** December 20, 2017  
**SUBJECT:** Adopt 2018 Final EDA Budget & Levy

**BACKGROUND:** The Council approved the 2018 Preliminary Budget & Levy on September 20, 2017. The annual Truth in Taxation Meeting was held on December 6, 2017. Now is the time for the Council to approve the 2018 Final EDA Budget & Levy. The final 2018 EDA Levy represents no increase over the 2017 EDA Levy.

**ATTACHMENTS** Resolution No. 20171220-03 Adopting Final 2018 EDA Budget  
Resolution No. 20171220-04 Adopting Final 2018 EDA Levy

**STAFF RECOMMENDATION:** Adopt both resolutions as presented.

**ACTION REQUIRED:** Motion \_\_\_\_\_, second \_\_\_\_\_  
Approved \_\_\_\_\_ Denied \_\_\_\_\_ Other \_\_\_\_\_

**CITY OF SANDSTONE  
RESOLUTION NO. 20171220-03**

**RESOLUTION ADOPTING  
FINAL 2018 EDA BUDGET  
SANDSTONE ECONOMIC DEVELOPMENT AUTHORITY**

BE IT RESOLVED by the city council, city of Sandstone, County of Pine, Minnesota, that the following sums be budgeted for 2018 expenditure for the Sandstone Economic Development Authority for the following purposes:

EDA Expenditures	35,120
Enterprise Funds	
Wild River Operating Reserves	80,000
Wild River Replacement Reserves	20,000
 Total Operating Budget	 135,120

The City Clerk is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Pine County, Minnesota.

Adopted by the City Council on December 20, 2017.

\_\_\_\_\_  
Peter Spartz, Mayor

Attest:

\_\_\_\_\_  
Kathy George, City Administrator

**CITY OF SANDSTONE  
RESOLUTION NO. 20171220-04**

**RESOLUTION ADOPTING FINAL TAX LEVY  
FOR TAXES PAYABLE 2018  
SANDSTONE ECONOMIC DEVELOPMENT AUTHORITY**

BE IT RESOLVED by the city council, city of Sandstone, County of Pine, Minnesota, as follows:

The request of the Economic Development Authority, in and for the City of Sandstone, for a special levy per Minnesota Statutes Section 469.033, the HRA levy of .0185, is hereby authorized in the estimated amount of \$9,000, to be collected in 2018 for the purposes of Minnesota Statutes Section 469.001 to 469.047.

Final Special Tax Levy for Taxes Payable 2018	\$9,000
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The City Clerk is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Pine County, Minnesota.

Adopted by the City Council on December 20, 2017.

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Peter Spartz, Mayor

Attest:

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Kathy George, City Administrator

**CITY OF SANDSTONE**  
**Memorandum**

**TO:** Mayor and City Council  
**FROM:** Kathy George, City Administrator  
**DATE:** December 20, 2017  
**SUBJECT:** Consider Rescinding City Code 1135 - Cigarettes

**BACKGROUND:** During discussions regarding the City's Fee Schedule, the Council considered whether or not to license establishments that sell cigarettes/tobacco. Consensus of the Council was for the City NOT to license these establishments.

According to the Minnesota Department of Revenue, businesses that sell tobacco products are required to have a special retailer's license. Staff has found that Pine County administers these licenses.

City Code 1135 requires the City to license these establishments and allows for the collection of fees. Since the City does not license these establishments, and since the County does, perhaps this section of City Code is irrelevant and no longer necessary.

**ATTACHMENTS** City Code 1135  
Ordinance No. 20171220-01 Rescinding City Code 1135

**STAFF RECOMMENDATION:** Consider Rescinding City Code 1135

**ACTION REQUIRED:** Motion \_\_\_\_\_, second \_\_\_\_\_  
Approved \_\_\_\_\_ Denied \_\_\_\_\_ Other \_\_\_\_\_

Section 1135 - Cigarettes

1135.01. License required. It is unlawful directly or indirectly or by means of any device to keep for retail sale, to sell at retail, or otherwise dispose of any cigarette, cigarette paper, cigarette wrapper, or tobacco product at any place within the city unless a license therefor has been obtained from the council on application to the city clerk.

1135.03. Fee. The license fee is set by appendix II. The license expires on December 31 annually. The license fee may be prorated for a portion of the year.

1135.05. Restrictions. A license will not be issued for the sale of cigarettes at a movable place of business. A license is issued for the sale of cigarettes at one specific place of business.

1135.07. Cigarette vending machines. A coin-operated cigarette vending machine located within the city must be licensed at the fee specified in appendix II in the name of the owner or proprietor of the premises where the cigarette machine is located. The licensee must provide an attendant or employee to assure compliance with the city ordinances and state law. The attendant must be on duty at all times.

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

**ORDINANCE NO. 20171220-01**

**AN ORDINANCE RESCINDING CITY CODE SECTION 1135 - CIGARETTES**

**SECTION 1.** Section 1135, Chapter 11: Business and Trade Regulations, 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. 20171220-01 was adopted on this 20<sup>th</sup> day of December, 2017, by a vote of \_\_\_ Ayes and \_\_\_ Nays.

\_\_\_\_\_  
Peter Spartz, Mayor

ATTEST:

\_\_\_\_\_  
Kathy George, City Clerk/Administrator

This Ordinance No. 20171220-01 was published in the *Pine County Courier* on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**CITY OF SANDSTONE**  
**Memorandum**

**TO:** Mayor and City Council  
**FROM:** Kathy George, City Administrator  
**DATE:** December 20, 2017  
**SUBJECT:** LMC Leadership Conference for Experienced Elected Officials

**BACKGROUND:** The annual Conference for Experienced Elected Officials is coming up January 26-27. The venue is the Minneapolis Marriott Northwest in Brooklyn Park. The registration fee is \$225 (does not include lodging).

**ATTACHMENTS** Agenda / Information

**STAFF RECOMMENDATION:** Approve attendance for interested Council Members

**ACTION REQUIRED:** Motion \_\_\_\_\_, second \_\_\_\_\_  
Approved \_\_\_\_\_ Denied \_\_\_\_\_ Other \_\_\_\_\_

# Agenda

## *Experienced Officials: 2018 Leadership Conference*

### **FRIDAY**

*12 p.m.*

#### **Registration Opens**

*1 p.m.*

#### **Conference Welcome & Comments from LMC Executive Director**

*1:15 p.m.*

#### **Communicating in a Crisis**

When a crisis hits, your city needs to be prepared to respond quickly, effectively, and calmly. Residents, employees, reporters, and the general public will be listening closely to everything the city says—or doesn't say—and both your personal credibility and the city's reputation are at stake. Explore crisis scenarios that your city might face, and the important role you play as an elected official when a crisis happens in your community. Discuss potential responses, and learn effective ways to shape and share key messages with the public and the media. Finally, find out about League resources that can help your city plan for and respond to crisis situations.

*3:15 p.m.*

#### **Break**

*3:30 p.m.*

#### **Proactive Media Relations: Tips for Getting Your Message Across**

As elected officials, you are in a unique position to highlight the good things happening in your community. And, at times, you'll need to be adept and composed when sharing not-so-good news, too. Hear from a panel of communications specialists and city leaders about what motivates the media—and the importance of building working relationships with your local reporters. Get pro tips to help you feel more confident in your interactions with the media, and recognize what makes a good story. Learn how to organize your thoughts and share your story to get the coverage you want!

*5 p.m.*

#### **Social Hour and Networking**

Use this opportunity to relax and meet elected officials from neighboring cities—network and enjoy!

*5:45 p.m.*

#### **Dinner with Newly Elected Officials Leadership Conference Attendees and Remarks from LMC Board President Jo Emerson**

6:30 p.m.

**Creating More Collaborative Councils and Supporting Effective Council-Staff Relationships**

**(Evening Program with Newly Elected Officials Leadership Conference Attendees)**

Governing your city is hard work. It requires effective communication and collaboration—among councilmembers, and between city officials and those in the community. Hear from several seasoned city leaders about how better communication, clear expectations, effective meeting management, and a little humor can help you work as a successful city team.

**SATURDAY**

8:30 a.m.

**Bridging Divides: What to Do When People Disagree**

**(Morning Program with Newly Elected Leadership Conference Attendees)**

What do you do when emotions run high? Learn how to de-escalate difficult situations and move from conflict to effective solutions on challenging public issues. Practice identifying what other people actually need to move forward even when they aren't saying it. Articulate what one needs in a way that makes difficult people responsive. Explore ways to manage high emotions and develop solutions that get implemented because they integrate the needs of everyone involved.

10:30 a.m.

**Break**

10:45 a.m.

**Communicating and Engaging with the Community**

Effective public engagement is important to build relationships, trust, ownership, and commitment—however, doing it well is challenging work. Explore the fundamentals of authentic, meaningful, and sustained community engagement, and evaluate your city's current outreach and engagement work. Then, talk with other city officials about practical ways to connect with your residents and other stakeholders to move your community forward.

12 p.m.

**Adjourn**

—**Fee:** \$225 per person (does not include lodging)

**Date/Location:**

*Jan. 26-27—Brooklyn Park*  
Minneapolis Marriott Northwest  
7025 Northland Drive N.  
Brooklyn Park, MN 55428  
(763) 536-8300

**CITY OF SANDSTONE**  
**Memorandum**

**TO:** Mayor and City Council  
**FROM:** Kathy George, City Administrator  
**DATE:** December 20, 2017  
**SUBJECT:** Special Event Permit – Ice Fest January 5-7

**BACKGROUND:** The MN Climbers Association is planning their annual Ice Fest at Robinson Park on January 5-7, 2018. The Park & Rec Commission reviewed the request and makes the following recommendation:

**To approve the Special Event Permit for Ice Fest 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**
  - **1 fire area by the climbing wall**
- **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;**
- **The City will provide 2 port-a-potties.**

**ATTACHMENTS** Special Event Permit Application  
Special Event Indemnification Agreement

**STAFF RECOMMENDATION:** Approve Permit with stated conditions

**ACTION REQUIRED:** Motion \_\_\_\_\_, second \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Other \_\_\_\_\_

## City Of Sandstone - Special Event Permit Application

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

### APPLICANT AND SPONSERING ORGANIZATION INFORMATION:

NAME OF ORGANIZATION: Minnesota Climbers Association

APPLICANT NAME (CONTACT): James Loveridge

ADDRESS: 2118 19<sup>th</sup> Ave NE, Minneapolis MN 55418

DAYTIME PH: ( ) \_\_\_\_\_ CELL ( 218 ) 349-7800 EMAIL: Loveridge.james@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: Sandstone Ice Festival

ACTIVITIES TO TAKE PLACE AT EVENT: Ice climbing, possibly snow shoeing, winter camping

EVENT DATE(S): January 5,6,7 PROPOSED LOCATION: Robinson Park

NUMBER OF EVENT STAFF: 8-12 volunteers IS FOOD OR ALCOHOL BEING SERVED? No Alcohol but Hot Coco & possibly soup/chili

ESTIMATED ATTENDANCE: 160-190 HOURS OF EVENT: 9:00 AM AM/PM TO 6:00 PM AM/PM

SET UP TIME: 8:00 AM AM/PM TO \_\_\_\_\_ AM/PM TAKE DOWN: Sunday around 5:00 PM AM/PM TO \_\_\_\_\_ AM/PM

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

Please attach the following:

Map of the proposed area to be used which shows any barricades, street route plans or perimeter/security fencing - Climbing along cliff where ice is. "Vendor Village" (5-8 local climbing and other related businesses) near stage wall in park. No need for any barricades (but might be good to plow parking if it snows!)

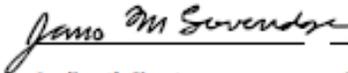
Any public health plans, including supplying water to the site, solid waste collection and provision of toilet facilities. No need -unless- the toilets are closed in which case a set of Porta-Jon's would be good to have!

Any fire prevention and emergency medical service plans. Many of the guides are WFR and trained in first response -but- no "formal" plans.

Any security plans? No plans for security.

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. No need to close any street.

James M. Loveridge

  
Applicant's Signature                      Date                      11/28/17

\_\_\_\_\_  
City Administrator

## SPECIAL EVENT INDEMNIFICATION AGREEMENT

THIS INDEMNIFICATION AGREEMENT ("Agreement") is made as of December 5<sup>th</sup>, 2017, by and between the CITY OF SANDSTONE, a Minnesota municipal corporation ("City") and [*insert name of event host(s)*] ("Event Host").

### RECITALS

A. The Event Host intends to conduct a [*insert description of the special event*] ("Special Event") at [*insert name and address of special event location*] on [*insert special event date(s)*].

### AGREEMENT

1. The Event Host agrees to conduct the Special Event in accordance with applicable government regulations and utilize usual and customary safety procedures.

2. **Indemnification and Insurance.**

(a) The Event Host agrees that it will at all times defend, protect, indemnify, and hold harmless the City and its agents, officials, servants, contractors and employees from and against any and all claims for damages and other remedies, including but not limited to, costs and attorneys' fees, arising from or by reason of the conduct of the Special Event. Nothing in this Agreement is to be construed as a waiver by the City of any immunities, defenses, or other limitations on liability to which the City is entitled to by law, including, but not limited to, the maximum monetary limits on liability established by Minnesota Statutes, Chapter 466.

(b) The Event Host, at his/her/its sole cost and expense agrees that it will maintain in full force and effect during the term of this Agreement liability insurance in the minimum amounts stated in the City's Special Events Ordinance. A certificate of insurance evidencing compliance with the Special Events Ordinance must be provided to the City by the Event Host prior to the Special Event. The City must be named as an additional insured on the insurance policy, and the policy must contain a stipulation that the Club's insurer will provide ten (10) days' prior written notice of cancellation of such insurance to the City. The insurance shall be carried by a solvent and responsible insurance company that is licensed to do business in the State of Minnesota.

3. **Miscellaneous Provisions.**

(a) Any titles of the several Paragraphs of the Agreement are inserted for convenience of reference only and are to be disregarded in construing or interpreting any of its provisions.

(b) Any notice, demand, or other communication under this Agreement by either party to the other will be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally; and

- (i) in the case of the Event Host, is addressed to or delivered personally to *[insert name and address of Event Host]*; and
- (ii) in the case of the City, is addressed to or delivered personally to the City Administrator at City of Sandstone, 119 Fourth Street, Sandstone, MN 55072

or at such other address with respect to either such party as that party may, from time to time, designate in writing and forward to the other as provided in this paragraph.

(c) This Agreement may be executed in any number of counterparts, each of which will constitute one and the same instrument.

(d) This Agreement constitutes the entire agreement between the Event Host and the City and supersedes any other written or oral agreements between the parties. This Agreement can be modified only in a writing signed by the parties.

(e) The Agreement is effective at *[insert time of special event]* on *[insert date of special event]*, and terminates at *[insert time and date of termination of special event]*.

(f) Except as specifically set forth herein, nothing in this Agreement is to be construed to exempt the Event Host from or waive the application of any federal, state, or local law, rule, or regulation.

IN WITNESS WHEREOF, the Event Host and the City have, by their duly-authorized representatives, executed this Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**CITY OF SANDSTONE**

By: \_\_\_\_\_  
 Its: Mayor

And \_\_\_\_\_  
 Its: City Administrator

**EVENT HOST**

By: *Janis Sovendge*  
 Its: President, Minnesota Climbers Association (501c3)

## PARK AND RECREATION COMMISSION

### MEETING MINUTES

Friday, December 8, 2017

**Members present:** Dave Barsness, Dorothy Dybvig, Karry White, Mary Franklin, Tony Vavricka, Tesla Chester, Eric Sturtz; Council Liaison Tim Franklin

**Members absent:** None

**Staff Present:** Administrator Kathy George, Streets & Park Supervisor John Mikrot; Utility Billing Clerk Leaha Jackson

**Guests:** None

#### Call to Order

Chair Barsness called the meeting to order at 8:05 a.m.

#### Agenda

**Motion White, second Chester, to approve the agenda as presented. Motion passed 7-0.**

#### Minutes

**Motion White, second Franklin, to approve the minutes of the November 9, 2017 meeting as presented. Motion passed 7-0.**

#### New Business

- A. Timber Sale – KREEC Site – The City Council approved a Timber Sale Contract with Erik Eggen to harvest about 600 cords of aspen, 75 cords of birch & maple pulp, 100 cords of fuel chips (small pine, tops, limbs and dead branches). Oak and large pine trees will be preserved. The areas affected are in the KREEC site and also a portion of the new Industrial Park. The estimated value of the harvest to the City is \$19,100.

Administrator George suggested a portion of the proceeds be used to complete the bridge that was built on the KREEC property. Commissioners stated that there was a development plan for this property. They also stated that there is a pot of money somewhere from the last time the City harvested the site; perhaps set aside for the Tree Board. George will research these things and bring more information to the next Park & Rec Commission meeting.

- B. Special Event Permit – Ice Fest – The City received a Special Event Permit Application from the Minnesota Climbers Association for Ice Fest, which is scheduled for January 5-7, 2018. The City does not charge a fee for Special Event Permits. Commissioners discussed providing port-a-potties. Typically, the City has paid for two. Consensus was that the City pay for them again this year, but perhaps split the cost next year.

**After discussion, motion by Vavricka, second by Chester, to recommend the City Council approve the Special Event Permit for Ice Fest 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**
  - **1 fire area by the climbing wall**
- **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;**
- **The City will provide 2 port-a-potties.**

**Motion passed 7-0.**

The Commission discussed the practice of individuals using the climbing wall to provide instruction. These individuals charge the students for the instruction. The question was raised whether or not the City should somehow charge for the use of the climbing wall. After much discussion, consensus was not to try and manage that practice. Commission Members are pleased that people are coming to town to explore Robinson Park.

Also, after last month's mention that more communication with the MN Climbers Association would be appreciated, the Commission has been receiving regular updates regarding their planned work days, projects, and events. Commissioners expressed appreciation for opening the lines of communication.

**Continuing Business**

- A. Legacy Grant Review – At the November meeting, the Commission discussed changing the focus of the Legacy Grant Application and/or scaling back the project to \$800,000 because the City has the 5% match for that amount (\$40,000) on hand. Commissioner White noted that many of the estimates used for the project seem quite high – such as, \$250,000 for the picnic shelter/plaza. Commissioners discussed priorities, concluding that the focus for the next grant application should be the trail from upper to lower Robinson, the trail along the shoreline, portages, bathroom, and addressing stormwater runoff. These ideas will be shared with Candace Amberg of WSB. Revised cost estimates will be reviewed, along with the contract with WSB, at the next Park & Rec meeting.
- B. Angle Park – The Application for the Purchase of Land has been submitted to BNSF. Cathy Clune with BNSF came to view the property. She informed staff that she is working on a major project that needs to be completed by the end of the year. She asked if we could check back with her in January.
- C. Gin Pole – Mikrot will get quotes to repair the base with cast-in-place concrete in the spring.
- D. Hockey Rink Update – Ross Degerstrom has been working on the work he was authorized to do prior to the liner being placed. Once the weather gets cold, and stays cold, about 8 people will be needed to help place the liner. Staff will see if the Firefighters will be available – this will be coordinated with Degerstrom.
- 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. Park Land Swap – Old Tennis Courts – All required documents have been completed. The City Council approved the amendment to the grant agreement. Once the deed restriction document is recorded, the land swap will be complete.

- G. Rink Maintenance & Warming House Attendant – The City received one application for the position. Staff contacted Phase to see if they are interested/able to partner with the City on the assigned duties; however, they have declined the offer. The ad is running again for another 2 weeks, with the pay increased from \$10/hour to \$12.50/hour.
- H. Camping Registrations – There was 1 registration for 2 nights of camping during the month of November.

### **Other**

The City received an inquiry from another Boy Scout Troop looking to book a group camp site in Robinson Park the weekend of June 8-10, 2018. Commissioners discussed the possibility of creating a group camp site. This item will be placed on the January agenda for discussion.

George contacted the Lamar company about potential billboard advertising on north-bound I-35 in either Chisago or Pine County. Currently, 8 locations are available. Prices range from \$675 to \$1,200 per 4-weeks with production costs ranging from \$600 to \$860. This may be something to explore to promote Robinson Park.

Work has been completed from the Inspection Forms that were submitted last month for Train Park and Angle Park.

The latest edition of Explore Minnesota Tourism includes an article on ice climbing, mentioning Robinson Park and the upcoming Ice Fest with some great pictures.

### **Adjournment**

**Motion White, second Dybvig to adjourn the meeting at 9:10 a.m.**

Respectfully submitted,  
Kathy George, City Administrator

**CITY OF SANDSTONE**  
**Memorandum**

**TO:** Mayor and City Council  
**FROM:** Kathy George, City Administrator  
**DATE:** December 20, 2017  
**SUBJECT:** Comprehensive Plan

**BACKGROUND:** After the Joint Meeting between the Planning Commission and the City Council on November 8<sup>th</sup>, the Planning Commission recommended the City Council approve the Draft Comprehensive Plan.

At the November 15<sup>th</sup> Council Meeting, Council Members discussed some additional changes they would like:  
(1) Changing the name of the Medical/Business Park to Professional/Light Industrial Business Park  
(2) Applying the development restrictions in this district equally – whether the development is medical-related or not  
(3) Revising the Future Land Use Map to eliminate the large areas that were designated as Open Space/Productive Lands.

These changes were made and brought back to the Planning Commission. The Planning Commission approved the changes with the deletion of the sentence: *Developments in this district will be required in both their initial development and ongoing operations to incorporate practices which are protective of the area's natural resources.* This sentence was included in the paragraph that describes the Professional/Light Industrial Business Park.

**ATTACHMENTS** Relevant Pages of the Draft Comp Plan

**STAFF**

**RECOMMENDATION:** Adopt the Comprehensive Plan with the deletion of the noted sentence.

**ACTION REQUIRED:** Motion \_\_\_\_\_, second \_\_\_\_\_  
Approved \_\_\_\_\_ Denied \_\_\_\_\_ Other \_\_\_\_\_



**CITY OF SANDSTONE  
PLANNING COMMISSION  
December 13, 2017**

**CALL TO ORDER**

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

Vice Chair Stadin called the meeting to order at 7:10 p.m.

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

**MINUTES – Motion Palmer, second Frederickson, to approve the minutes from the November 8, 2017 Joint Meeting with City Council and the November 8, 2017 Regular Planning Commission Meeting. Motion passed 4-0.**

**PRESENTATIONS:** None

**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 26<sup>th</sup> and November 2<sup>nd</sup> editions of the *Pine County Courier*. No comments were received. The Public Hearing was opened at the November 8<sup>th</sup> Planning Commission meeting; however, the ordinance was not ready to be presented. Therefore, the Public Hearing was continued.

Administrator George explained that the City Attorney has been working on the draft of the ordinance and continues to have difficulty connecting with MN DOT – Aeronautics on several aspects of the ordinance. Therefore, the ordinance is still not ready to be presented to the Planning Commission. The City Attorney recommended the public hearing be continued until the January Planning Commission meeting. **Motion by Spartz, second by Frederickson, to continue the Public Hearing on the proposed Heliport Ordinance to January 10, 2018 at 7:00 p.m. Motion passed 4-0.**

**OLD & CONTINUING BUSINESS:**

- A. Comprehensive Plan – Administrator George stated that after the Joint Meeting between the Planning Commission and the City Council on November 8<sup>th</sup>, the Planning Commission recommended the City Council approve the Draft Comprehensive Plan. At the November 15<sup>th</sup> Council Meeting, Council Members discussed some additional changes they would like:
- (1) Changing the name of the Medical/Business Park to Professional/Light Industrial Business Park.

- (2) Applying the development restrictions in this district equally – whether the development is medical-related or not.
- (3) Revising the Future Land Use Map to eliminate the large areas that were designated as Open Space/Productive Lands.

The paragraph to describe the Professional/Light Industrial Business Park is as follows:

### **Professional/Light Industrial Business Park**

This district allows for a mix of light industrial, commercial and institution uses developed in a business park setting. Developments in this district will be required in both their initial development and ongoing operations to incorporate practices which are protective of the area's natural resources. Businesses and institutions whose mission includes development of products or services that focus on natural resource or environmental protection, particularly in new and innovative methods, and those of a medical service nature are encouraged to develop in this area. Development in this district will also include the provision of complete pedestrian and bicycle infrastructure.

The language has been modified to apply the development restrictions equally for all potential development. During discussion, consensus of the Planning Commission was to remove the following sentence: **“Developments in this district will be required in both their initial development and ongoing operations to incorporate practices which are protective of the area's natural resources.”** Commissioners expressed concern that this sentence could discourage a developer. It was also noted that there are already rules and regulations in effect to protect natural resources.

The Council also made some changes to the Future Land Use map to remove the large areas that were designated as Open Space/Productive Lands. These spaces are now designated Suburban Residential, with a portion being changed to Prospective Highway Development.

The new map follows:



- B. Keeping of Chickens – Commissioners reviewed the draft ordinance to allow for the keeping of chickens in the Low Density, Medium Density, and High Density Residential Districts. They filled in the blanks as follows:

Subd 2(7) Coops must be constructed and maintained to meet the following minimum standards:

- (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.**

Subd 2(8) Runs must be constructed and maintained to meet the following minimum standards:

- (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.**
- (g): **Setback at least 10 feet from the rear or side property 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.**

Subd 2(3) was removed: *Chickens shall not be raised or kept for fighting.* Since this is illegal, Commissioners felt there was no need to state it.

The following sentence was added to Subd 4: *If the applicant rents the property where the chickens will be kept, a letter of support is required from the property owner.*

The following language was added to Subd 5: *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.*

The next step in the process is to hold a public hearing, which will take place at the January 10<sup>th</sup> Planning Commission meeting.

**OTHER:** The Commission was informed that the Council has approved the payment of a \$25 stipend to Commission members when they attend meetings. This change will go into effect in 2018. Stipends will be paid on a quarterly basis.

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

Respectfully Submitted,  
Kathy George, City Administrator

## MEMORANDUM

**DATE:** December 15, 2017

**TO:** City of Sandstone

**FROM:** Richard Drotning, Building Official

**RE:** Building dept. report

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Nov 15 through Dec 15 City of Sandstone Building safety department report.

Final plumbing inspection ST Lukes Church

Final occupancy inspection for st Luke's church bathroom/elevator addition.

Met with Lenny Bonander in office on chimney demo progress

Met with Matt Gebhart at Ace Hardware on store remodel he will be upgrading all windows and doors and reroofing with added insulation in the spring. And plans to add on to the south of the building later in the year.

Gave occupancy certificate for green house at Letourneau's home

Replied to 8 emails asking building questions

Received email info request for Gateway medical clinic.

Received 2 calls in office and 5 cell phone calls for questions and scheduling inspections.

If you have any questions, please do not hesitate to ask. 320 620-2575 or cell 320 279-1841

**CASH BALANCE, REVENUE & EXPENDITURE REPORT**  
**November 2017**

	<u>11/30/2017</u>	<u>11/30/2017</u>	<u>11/30/2017</u>	<u>11/30/2017</u>
<u>General Operating Funds</u>	<u>YTD Revenues</u>	<u>YTD Expenditures</u>	<u>Cash Balance</u>	<u>Investments</u>
General Fund	\$ 683,323	\$ 1,148,831	\$ 792,567	\$ -
EDA CED Loan Fund	\$ 427	\$ -	\$ 185,787	\$ -
EDA Wild River Repair & Replace	\$ 69,578	\$ 32,575	\$ 13,408	\$ 120,000
EDA	\$ 5,923	\$ 17,599	\$ 70,264	\$ 125,000
EDA Wild River Reserve	\$ 18,710	\$ 67,561	\$ 171,036	\$ -
Cemetery Perpetual Care	\$ 2,067	\$ -	\$ 96,204	\$ 23,644
PFA Water GO Bond	\$ 25,041	\$ 25,561	\$ 4,136	\$ -
GO Refunding Bond 2009A	\$ 38,488	\$ 53,805	\$ 46,077	\$ -
GO Bond 2009B	\$ 16,892	\$ 27,844	\$ 58,644	\$ -
Lease Purchase \$340,000	\$ 251,010	\$ 253,308	\$ -	\$ -
2012A Refinance \$405,000	\$ 26,364	\$ 39,518	\$ 84,407	\$ -
2015A GO Temp Improvement	\$ 1,208,948	\$ 1,218,000	\$ -	\$ -
Capital Projects Fund	\$ 259,070	\$ 42,133	\$ 594,205	\$ -
TIF KC Companies	\$ -	\$ 525	\$ (4,631)	\$ -
Tax Abatement	\$ 1,083	\$ 3,093	\$ (2,010)	\$ -
Medical and Business Park	\$ -	\$ 1,420,223	\$ (593,983)	\$ -
EDA Public Works Grant	\$ -	\$ 778,375	\$ (779,426)	\$ -
Water Fund	\$ 219,679	\$ 153,293	\$ 201,564	\$ -
Sewer Fund	\$ 328,384	\$ 158,782	\$ 218,295	\$ -
Storm Water Fund	\$ 36,542	\$ 10,141	\$ 168,051	\$ -

	<u>11/30/2017</u>	<u>11/30/2017</u>	<u>11/30/2017</u>	<u>11/30/2017</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	\$ 189,523	\$ -
Fire Capital & Building	\$ -	\$ 2,748	\$ 88,043	\$ -
Capital & Building	\$ -	\$ -	\$ 29,364	\$ -
Capital Public Works	\$ -	\$ -	\$ 15,929	\$ -
Equipment Public Works	\$ -	\$ -	\$ 51,795	\$ -
Sewer Rodder	\$ -	\$ -	\$ 41,882	\$ -
Water Equipment	\$ -	\$ -	\$ 207,485	\$ -
Water Capital & Building	\$ -	\$ -	\$ 25,347	\$ -
Sewer Equipment	\$ -	\$ -	\$ 89,342	\$ 2,561,009
Sewer Capital & Building	\$ -	\$ -	\$ 98,007	\$ -
<b>AYM RESTRICTED CASH</b>			\$ 112,136	\$ -

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

## Vendor Approval Summary Report

COUNCIL APPROVED 12/06/17

Date: 12/07/2017

Time: 4:23 pm

Page: 1

City of Sandstone

Vendor Name	Vendor Number	Check Amount	Hand Check Amount
AMERICAN PAYMENT CENTERS	A0012	78.00	0.00
AUTO VALUE MORA	A0047	23.96	0.00
AT&T MOBILITY	A0070	76.58	0.00
ADT	A0072	73.85	0.00
ALL ELEMENTS INC	A0074	2,760.00	0.00
BONKS SAND & GRAVEL	B0027	700.00	0.00
CONSTELLATION NEWENERGY	C0054	341.92	0.00
CGMC	C0059	170.00	0.00
DRILLING ELECTRIC LLC	D0001	365.00	0.00
DEMCO, INC.	D0014	40.93	0.00
EAST CENTRAL ENERGY	E0003	41.73	0.00
FEDERATED CO-OP	F0003	453.26	0.00
KATHY GEORGE	G0056	0.00	181.90
KETTLE RIVER GRAFIX	K0001	33.00	0.00
KENNEDY & GRAVEN	K0002	1,652.00	0.00
KIMBALL-MIDWEST	K0008	116.65	0.00
KIRVIDA FIRE	K0030	550.00	0.00
LAMPERTS	L0001	52.96	0.00
MINNESOTA POWER	M0002	2,149.10	0.00
MINNESOTA DEPT OF HEALTH	M0015	755.00	0.00
MPJ ENTERPRISES, LLC	M0035	4,002.00	0.00
NORTHSPAN	N0017	446.71	0.00
KARA NELSON	N0038	80.00	0.00
OFFICE DEPOT	O0010	72.34	0.00
PEOPLESERVICE, INC.	P0002	10,102.52	0.00
POSTMASTER	P0010	236.99	0.00
CENTURYLINK	Q0003	354.02	0.00
QUARRY COUNTRY STORE LLC	Q0010	24.70	0.00
CARRIE RICHARDSON	R0039	300.00	0.00
CITY OF SANDSTONE	S0002	40.26	0.00
SANDSTONE FIRE RELIEF ASSOC'N	S0007	24,019.74	0.00
SHORT ELLIOTT HENDRICKSON CORP	S0014	4,751.91	0.00
TYLER TECHNOLOGIES, INC	T0023	4,810.98	0.00
T-N-T CLEANING	T0026	904.00	0.00
TOTAL CONTROL SYSTEMS, INC	T0028	2,236.79	0.00
ALANA TYSON	T0256	49.91	0.00
TAPCO	T0265	6,030.60	0.00
WSB & ASSOCIATES	W0011	736.00	0.00
<b>Grand Total:</b>		<b>69,633.41</b>	<b>181.90</b>

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<b>Fund: 101 General Fund</b>							
<b>Dept: 10-111 Mayor and Council</b>							
101-10-111-000-4438	Meetings & L CHRIS' FOOD CENTER	122017	COUNCIL LUNCH	0	12/20/2017	12/20/2017	49.39
							<b>49.39</b>
<b>Total Dept. Mayor and Council:</b>							<b>49.39</b>
<b>Dept: 10-130 Executive</b>							
101-10-130-000-4131	Health Insur: I.U.O.E. LOCAL 49 H & W FUI	122017	HEALTH INS PREMIUM	0	12/20/2017	12/20/2017	2,208.50
							<b>2,208.50</b>
101-10-130-000-4210	General Ope BEN FRANKLIN	24446	HOLIDAY PARTY SUPPLIES	0	12/20/2017	12/20/2017	34.95
	GEORGE/KATHY//	122017	TRAVEL/CAMERA CORD	0	12/20/2017	12/20/2017	32.20
	HINCKLEY INK	132851	STAFF UNIFORMS	0	12/20/2017	12/20/2017	58.50
	METRO SALES	952391	RICOH LEASE	0	12/20/2017	12/20/2017	467.34
	OFFICE DEPOT	985179009001	OFFICE SUPPLIES	0	12/20/2017	12/20/2017	39.55
	QUILL	2775567	TAX PAPERWORK	0	12/20/2017	12/20/2017	41.67
							<b>674.21</b>
101-10-130-000-4300	Professional NORTHVIEW BANK	122017	VISA BILL	0	12/20/2017	12/20/2017	58.90
							<b>58.90</b>
101-10-130-000-4321	Telephone CENTURYLINK	122017	PHONE BILL	0	12/20/2017	12/20/2017	8.65
	CENTURYLINK	122017	PHONE BILL	0	12/20/2017	12/20/2017	27.16
							<b>35.81</b>
101-10-130-000-4331	Travel Exper GEORGE/KATHY//	122017	TRAVEL/CAMERA CORD	0	12/20/2017	12/20/2017	21.40
							<b>21.40</b>
101-10-130-000-4351	Notices & Pl PINE COUNTY COURIER	122017	PUBLICATIONS	0	12/20/2017	12/20/2017	101.53
	PINE COUNTY COURIER	122017	PUBLICATIONS	0	12/20/2017	12/20/2017	60.46
	PINE COUNTY COURIER	122017	PUBLICATIONS	0	12/20/2017	12/20/2017	72.65
							<b>234.64</b>
101-10-130-000-4437	Schools & C NEWWEY/LOIS//	1272017	REIMBURSMENT	0	12/20/2017	12/20/2017	9.63
	NORTHVIEW BANK	122017	VISA BILL	0	12/20/2017	12/20/2017	103.75
							<b>113.38</b>
101-10-130-000-4570	Furniture & F NORTHVIEW BANK	122017	VISA BILL	0	12/20/2017	12/20/2017	147.59
							<b>147.59</b>
<b>Total Dept. Executive:</b>							<b>3,494.43</b>
<b>Dept: 10-150 Financial Administr:</b>							
101-10-150-000-4131	Health Insur: I.U.O.E. LOCAL 49 H & W FUI	122017	HEALTH INS PREMIUM	0	12/20/2017	12/20/2017	953.55
							<b>953.55</b>
101-10-150-000-4210	General Ope OFFICE DEPOT	985179009001	OFFICE SUPPLIES	0	12/20/2017	12/20/2017	22.60
							<b>22.60</b>
101-10-150-000-4437	Schools & C HINCKLEY/CITY OF//	2395	REIMBURSEMENT	0	12/20/2017	12/20/2017	90.00
							<b>90.00</b>

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<b>Total Dept. Financial Administration:</b>							<b>1,066.15</b>
<b>Dept: 10-160 City Attorney</b>							
101-10-160-000-4300	Professional KENNEDY & GRAVEN	370-20	LEGAL MATTERS	0	12/20/2017	12/20/2017	87.50
	KENNEDY & GRAVEN	370-20	LEGAL MATTERS	0	12/20/2017	12/20/2017	112.80
							<b>200.30</b>
<b>Total Dept. City Attorney:</b>							<b>200.30</b>
<b>Dept: 10-191 Planning and Zoning</b>							
101-10-191-000-4300	Professional KENNEDY & GRAVEN	370-20	LEGAL MATTERS	0	12/20/2017	12/20/2017	350.00
							<b>350.00</b>
<b>Total Dept. Planning and Zoning:</b>							<b>350.00</b>
<b>Dept: 10-194 Buildings &amp; Ground</b>							
101-10-194-000-4220	Repair & Ma NORTHERN BUSINESS PRO	234540	TOWELS	0	12/20/2017	12/20/2017	49.99
	SANDSTONE ACE HARDWA	122017	PARKS/PW SUPPLIES	0	12/20/2017	12/20/2017	7.18
							<b>57.17</b>
101-10-194-000-4300	Professional PHASE	38268	MOWING BILL CORRECTION	0	12/20/2017	12/20/2017	678.00
							<b>678.00</b>
101-10-194-000-4381	Electric Utilit MINNESOTA POWER	122017-2	ELECTRIC UTILITY	0	12/20/2017	12/20/2017	757.78
							<b>757.78</b>
101-10-194-000-4383	Gas Utilities CONSTELLATION NEWENE	218226	GAS UTILITY	0	12/20/2017	12/20/2017	401.21
							<b>401.21</b>
101-10-194-000-4384	Refuse Disp MATT'S SANITATION INC.	122017	OCT/DEC SANITATION SERVIC	0	12/20/2017	12/20/2017	117.00
							<b>117.00</b>
101-10-194-000-4401	Building Rep SERVICEMASTER CLEAN	129724	CIP CARPET REMOVAL	0	12/20/2017	12/20/2017	836.62
							<b>836.62</b>
<b>Total Dept. Buildings &amp; Grounds:</b>							<b>2,847.78</b>
<b>Dept: 10-195 Economic Developm</b>							
101-10-195-000-4300	Professional KETTLE RIVER GRAFIX	49047	EDA POSTER	0	12/20/2017	12/20/2017	98.35
	PHASE	38268	MOWING BILL CORRECTION	0	12/20/2017	12/20/2017	779.00
							<b>877.35</b>
101-10-195-000-4351	Notices & Pl PINE COUNTY COURIER	122017	PUBLICATIONS	0	12/20/2017	12/20/2017	80.32
							<b>80.32</b>
<b>Total Dept. Economic Development:</b>							<b>957.67</b>
<b>Dept: 10-197 Business Park</b>							
101-10-197-000-4381	Electric Utilit MINNESOTA POWER	122017-2	ELECTRIC UTILITY	0	12/20/2017	12/20/2017	57.72
							<b>57.72</b>
<b>Total Dept. Business Park:</b>							<b>57.72</b>
<b>Dept: 15-210 Law Enforcement</b>							

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101-15-210-000-4300	Professional PINE COUNTY TREASURER-	1222017	POLICE CONTRACT	0	12/20/2017	12/20/2017	9,820.41
							<u>9,820.41</u>
						<b>Total Dept. Law Enforcement:</b>	<u>9,820.41</u>
<b>Dept: 15-220 Fire</b>							
101-15-220-000-4131	Health Insur: I.U.O.E. LOCAL 49 H & W FU	122017	HEALTH INS PREMIUM	0	12/20/2017	12/20/2017	124.75
							<u>124.75</u>
101-15-220-000-4212	Motor Fuels SANDSTONE PETRO PLUS	122017	GAS	0	12/20/2017	12/20/2017	173.59
							<u>173.59</u>
101-15-220-000-4321	Telephone CENTURYLINK	122017	PHONE BILL	0	12/20/2017	12/20/2017	3.99
							<u>3.99</u>
101-15-220-000-4381	Electric Utilit MINNESOTA POWER	122017-2	ELECTRIC UTILITY	0	12/20/2017	12/20/2017	236.08
							<u>236.08</u>
101-15-220-000-4382	Water Utilitie SANDSTONE/CITY OF//	122017	WTR/SWR/STRM BILLING	0	12/20/2017	12/20/2017	706.16
							<u>706.16</u>
101-15-220-000-4383	Gas Utilities CONSTELLATION NEWENEF	218226	GAS UTILITY	0	12/20/2017	12/20/2017	448.28
							<u>448.28</u>
101-15-220-000-4384	Refuse Disp- MATT'S SANITATION INC.	122017	OCT/DEC SANITATION SERVIC	0	12/20/2017	12/20/2017	60.84
							<u>60.84</u>
101-15-220-000-4385	Storm Water SANDSTONE/CITY OF//	122017	WTR/SWR/STRM BILLING	0	12/20/2017	12/20/2017	63.63
							<u>63.63</u>
						<b>Total Dept. Fire:</b>	<u>1,817.32</u>
<b>Dept: 15-270 Animal Control</b>							
101-15-270-000-4300	Professional CHESTER/TESLA//	2017-4	ANIMAL CONTROL	0	12/20/2017	12/20/2017	150.00
							<u>150.00</u>
						<b>Total Dept. Animal Control:</b>	<u>150.00</u>
<b>Dept: 20-300 Public Works Admir</b>							
101-20-300-000-4131	Health Insur: I.U.O.E. LOCAL 49 H & W FU	122017	HEALTH INS PREMIUM	0	12/20/2017	12/20/2017	1,930.50
							<u>1,930.50</u>
101-20-300-000-4210	General Ope SANDSTONE ACE HARDWAI	122017	PARKS/PW SUPPLIES	0	12/20/2017	12/20/2017	29.97
							<u>29.97</u>
101-20-300-000-4212	Motor Fuels SANDSTONE PETRO PLUS	122017	GAS	0	12/20/2017	12/20/2017	676.10
							<u>676.10</u>
101-20-300-000-4220	Repair & Ma CHRIS' FOOD CENTER	122017	COUNCIL LUNCH	0	12/20/2017	12/20/2017	14.80
							<u>14.80</u>

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101-20-300-000-4224	Street Operz HARDRIVES INC	183072	MATERIALS	0	12/20/2017	12/20/2017	2,664.75
	SANDSTONE ACE HARDWAI	122017	PARKS/PW SUPPLIES	0	12/20/2017	12/20/2017	24.99
							<b>2,689.74</b>
101-20-300-000-4225	Street Signs EARL F ANDERSEN	116383	LUNDORFF DR SIGNS	0	12/20/2017	12/20/2017	140.54
							<b>140.54</b>
101-20-300-000-4300	Professional KENNEDY & GRAVEN	370-20	LEGAL MATTERS	0	12/20/2017	12/20/2017	1,019.15
							<b>1,019.15</b>
101-20-300-000-4321	Telephone CENTURYLINK	122017	PHONE BILL	0	12/20/2017	12/20/2017	5.09
							<b>5.09</b>
101-20-300-000-4384	Refuse Disp MATT'S SANITATION INC.	122017	OCT/DEC SANITATION SERVIC	0	12/20/2017	12/20/2017	304.20
							<b>304.20</b>
101-20-300-000-4499	Miscellaneous GOPHER STATE ONE-CALL	7110705	NOVEMBER LOCATES	0	12/20/2017	12/20/2017	12.15
							<b>12.15</b>
							<b>al Dept. Public Works Administration: 6,822.24</b>
<b>Dept: 20-346 Street Lighting</b>							
101-20-346-000-4381	Electric Utilit MINNESOTA POWER	122017-2	ELECTRIC UTILITY	0	12/20/2017	12/20/2017	2,447.78
							<b>2,447.78</b>
							<b>Total Dept. Street Lighting: 2,447.78</b>
<b>Dept: 25-520 Parks Maintenance</b>							
101-25-520-000-4210	General Ope SANDSTONE ACE HARDWAI	122017	PARKS/PW SUPPLIES	0	12/20/2017	12/20/2017	90.66
	TEMPLE DISPLAY LTD	17568	HOLIDAY LIGHTING	0	12/20/2017	12/20/2017	195.80
							<b>286.46</b>
101-25-520-000-4300	Professional AMERICAN SEPTIC SERVICE	7536, 7535	RESTROOM PUMPING	0	12/20/2017	12/20/2017	330.00
	PHASE	38268	MOWING BILL CORRECTION	0	12/20/2017	12/20/2017	1,052.00
							<b>1,382.00</b>
101-25-520-000-4351	Notices & Pt PINE COUNTY RECORDER	122017	RECORDING FEE	0	12/20/2017	12/20/2017	46.00
							<b>46.00</b>
101-25-520-000-4381	Electric Utilit MINNESOTA POWER	122017-2	ELECTRIC UTILITY	0	12/20/2017	12/20/2017	94.00
							<b>94.00</b>
101-25-520-000-4383	Gas Utilities MN ENERGY RESOURCES C	122017	GAS UTILITY	0	12/20/2017	12/20/2017	68.54
							<b>68.54</b>
							<b>Total Dept. Parks Maintenance: 1,877.00</b>
<b>Dept: 25-550 Library</b>							
101-25-550-000-4210	General Ope LIBRARY JOURNAL	122017	SUBSCRIPTION RENEWAL	0	12/20/2017	12/20/2017	104.99
							<b>104.99</b>
101-25-550-000-4570	Furniture & f						

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	HERTZ FURNITURE	622339	LIBRARY DESK	0	12/20/2017	12/20/2017	1,230.00
							<b>1,230.00</b>
						<b>Total Dept. Library:</b>	<b>1,334.99</b>
<b>Dept: 35-000 Cemetery</b>							
101-35-000-000-4300	Professional HELM/DORIS E// PHASE	1212017	2017 MARKING FEES	56567	12/01/2017	12/01/2017	525.00
		38268	MOWING BILL CORRECTION	0	12/20/2017	12/20/2017	3,867.50
							<b>4,392.50</b>
						<b>Total Dept. Cemetery:</b>	<b>4,392.50</b>
<b>Dept: 49-210 Non-Departmental E</b>							
101-49-210-000-4131	Health Insur: I.U.O.E. LOCAL 49 H & W FU	122017	HEALTH INS PREMIUM	0	12/20/2017	12/20/2017	409.50
							<b>409.50</b>
101-49-210-000-4382	Water Utilitie SANDSTONE/CITY OF//	122017	WTR/SWR/STRM BILLING	0	12/20/2017	12/20/2017	842.34
							<b>842.34</b>
101-49-210-000-4385	Storm Water SANDSTONE/CITY OF//	122017	WTR/SWR/STRM BILLING	0	12/20/2017	12/20/2017	333.30
							<b>333.30</b>
101-49-210-000-4760	Sandstone I- MN ENERGY RESOURCES C	122017	GAS UTILITY	0	12/20/2017	12/20/2017	155.77
							<b>155.77</b>
						<b>Total Dept. Non-Departmental Expenses:</b>	<b>1,740.91</b>
						<b>Total Fund General Fund:</b>	<b>39,426.59</b>
<b>Fund: 228 Economic Developmer</b>							
<b>Dept: 50-540 Economic Developn</b>							
228-50-540-000-4300	Professional KENNEDY & GRAVEN	370-20	LEGAL MATTERS	0	12/20/2017	12/20/2017	35.00
	KENNEDY & GRAVEN	370-20	LEGAL MATTERS	0	12/20/2017	12/20/2017	1,187.50
	KENNEDY & GRAVEN	370-20	LEGAL MATTERS	0	12/20/2017	12/20/2017	100.00
	KENNEDY & GRAVEN	370-20	LEGAL MATTERS	0	12/20/2017	12/20/2017	262.50
							<b>1,585.00</b>
						<b>Total Dept. Economic Development:</b>	<b>1,585.00</b>
						<b>ic Development Authority:</b>	<b>1,585.00</b>
<b>Fund: 406 TIF KC Companies</b>							
<b>Dept: 40-465 KC COMPANY</b>							
406-40-465-000-4300	Professional KENNEDY & GRAVEN	370-20	LEGAL MATTERS	0	12/20/2017	12/20/2017	367.50
							<b>367.50</b>
						<b>Total Dept. KC COMPANY:</b>	<b>367.50</b>
						<b>Fund TIF KC Companies:</b>	<b>367.50</b>
<b>Fund: 410 TAX ABATEMENT</b>							
<b>Dept: 40-450 Capital Account</b>							
410-40-450-000-4300	Professional KETTLE RIVER TOWNHOME	1212017	TAX ABATEMENT	0	12/20/2017	12/20/2017	2,687.65
							<b>2,687.65</b>

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<b>Total Dept. Capital Account:</b>							<b>2,687.65</b>
<b>al Fund TAX ABATEMENT:</b>							<b>2,687.65</b>
<b>Fund: 601 Water Fund</b>							
<b>Dept: 60-911 Water Production/Di</b>							
601-60-911-000-4131	Health Insur: I.U.O.E. LOCAL 49 H & W FUI	122017	HEALTH INS PREMIUM	0	12/20/2017	12/20/2017	686.35
							<b>686.35</b>
601-60-911-000-4210	General Ope OFFICE DEPOT	985179009001	OFFICE SUPLLIES	0	12/20/2017	12/20/2017	2.79
							<b>2.79</b>
601-60-911-000-4321	Telephone CENTURLINK	122017	PHONE BILL	0	12/20/2017	12/20/2017	5.47
							<b>5.47</b>
601-60-911-000-4322	Postage POSTMASTER	122017-2	BLUE CARDS REPLENISH	0	12/20/2017	12/20/2017	78.73
							<b>78.73</b>
601-60-911-000-4383	Gas Utilities MN ENERGY RESOURCES C	122017	GAS UTILITY	0	12/20/2017	12/20/2017	383.43
							<b>383.43</b>
601-60-911-000-4401	Building Rep SANDSTONE ACE HARDWAIF	122017	PARKS/IPW SUPPLIES	0	12/20/2017	12/20/2017	9.98
							<b>9.98</b>
<b>Dept. Water Production/Distribution:</b>							<b>1,166.75</b>
<b>Total Fund Water Fund:</b>							<b>1,166.75</b>
<b>Fund: 602 Sewer Fund</b>							
<b>Dept: 50-950 Sewer Services</b>							
602-50-950-000-4131	Health Insur: I.U.O.E. LOCAL 49 H & W FUI	122017	HEALTH INS PREMIUM	0	12/20/2017	12/20/2017	686.35
							<b>686.35</b>
602-50-950-000-4210	General Ope OFFICE DEPOT	985179009001	OFFICE SUPLLIES	0	12/20/2017	12/20/2017	2.79
							<b>2.79</b>
602-50-950-000-4322	Postage POSTMASTER	122017-2	BLUE CARDS REPLENISH	0	12/20/2017	12/20/2017	78.73
							<b>78.73</b>
602-50-950-000-4383	Gas Utilities MN ENERGY RESOURCES C	122017	GAS UTILITY	0	12/20/2017	12/20/2017	159.34
							<b>159.34</b>
602-50-950-000-4386	Sewer water SANDSTONE/CITY OF//	122017	WTR/SWR/STRM BILLING	0	12/20/2017	12/20/2017	40.26
							<b>40.26</b>
602-50-950-000-4433	Dues and St MN EIVIRONMENTAL SCIENC	122017	MEMBERSHIP DUES	0	12/20/2017	12/20/2017	209.24
							<b>209.24</b>
602-50-950-166-4583	Sewer Capit: MIDWEST ELECTRIC & GEN	171292	LIFT STATION GENERATOR	56617	12/20/2017	12/11/2017	14,500.00
							<b>14,500.00</b>

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<b>Total Dept. Sewer Services:</b>							<b>15,676.71</b>
<b>Total Fund Sewer Fund:</b>							<b>15,676.71</b>
<b>Fund: 603 STORM WATER</b>							
<b>Dept: 50-951 Storm Water Service</b>							
603-50-951-000-4131	Health Insur: I.U.O.E. LOCAL 49 H & W FU	122017	HEALTH INS PREMIUM	0	12/20/2017	12/20/2017	175.50
							<b>175.50</b>
603-50-951-000-4322	Postage POSTMASTER	122017-2	BLUE CARDS REPLENISH	0	12/20/2017	12/20/2017	11.86
							<b>11.86</b>
603-50-951-000-4442	Refunds & R ERICKSON/JOSETTE//	12182013	WTR/SWR CREDIT	0	12/20/2017	12/20/2017	22.00
							<b>22.00</b>
<b>Total Dept. Storm Water Services:</b>							<b>209.36</b>
<b>Total Fund STORM WATER:</b>							<b>209.36</b>
<b>Grand Total:</b>							<b>61,119.56</b>