

CITY COUNCIL AGENDA
AFTON CITY COUNCIL CHAMBERS
3033 St. Croix Trail South
TUESDAY, August 18, 2015
7:00 P.M.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

ROLL CALL _____ Mayor Bend
_____ Council Member Nelson
_____ Council Member Ross
_____ Council Member Richter
_____ Council Member Palmquist

3. APPROVAL OF AGENDA -

A. Approval of the Agenda for the Regular City Council meeting of August 18, 2015 -

5. APPROVAL OF MINUTES

- A. Minutes of the July 16, 2015 Special City Council meeting -
B. Minutes of the July 21, 2015 Regular City Council meeting -

6. PUBLIC INPUT

Citizens may share their comments or concerns on any issue that is a responsibility or function of the Afton City Council, whether or not the issue is on the Agenda. Persons who wish to address the Council must fill out a Comment Card before the meeting begins and give it to the City Administrator or Council Chair. The Council Chair will request you to come to the podium, state your full name and address and present your comments. Presentations should be no longer than 3 minutes. The Council Chair reserves the right to limit an individual's presentation if it becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of the City of Afton's responsibilities. The Council Chair may also limit the number of individual presentations or length of time to speak to accommodate the scheduled agenda items.

7. REPORTS/PRESENTATIONS

- A. Sheriff's Monthly Report -
B. Valley Branch Watershed District – Kelles Creek Septic Inspection Program
C. Jim Bougie, Finance Committee Report

8. CONSENT AGENDA

All matters listed on the Consent Agenda are considered to be routine by City Council and will be enacted in one motion. If a member wishes to discuss an item, that item will be removed from the Consent Agenda and considered separately. (ROLL CALL for Consent Agenda approval if Resolutions are included.)

- A. Just and Correct Claims
B. 4M Fund Transfer - JULY - **Resolution 2015-60**

9. CITY COUNCIL BUSINESS

A. Planning Commission Report –

1. Solar Energy Systems Ordinance - **Ordinance 03-2015**
 - a. **Summary Ordinance 03-2015** for publication
2. Sewer Regulations DRAFT Ordinance Amendment - **Ordinance 04-2015**

B. Engineering Report

1. Staff Report/Council Update
 - a. Crack Fill, Seal Coat and Micro Surfacing Price Quotes
 - b. 15th Street Culvert Replacement
2. 3918 and 3904 River Road Wash-Out Update

C. Administration –

1. Don Barrett and Jesse Wilcox Request to Allow Existing Structures that are in Violation of the City Code to Remain on the Property at 14725 Afton Boulevard
2. Mindpath Media Request to Use House on Wastewater Treatment Site as Setting for Movie Production
3. Tree Removal on City Cartway Property
4. Jim Cox Proposal for Design of Deputies Facility Adjacent to City Hall
5. St. Croix Trail Roadway Improvement Project in Downtown Afton- Streetscape - **Resolution 2015-52**
6. Proposal for Annual Audit – Michael Pofahl
7. Schedule Special Council meeting for 3-City Facilitated Communication Process

D. Committee Reports

1. Public Works
2. Personnel
3. Parks
4. HPC/DR
5. High Speed Internet
6. Natural Resources and Groundwater

10. COUNCIL, CONSULTANT AND STAFF REPORTS, ANNOUNCEMENTS AND UPDATES

- A. Ward 1 Council Member Palmquist
- B. Ward 2 Council Member Richter
- C. Ward 3 Council Member Ross
- D. Ward 4 Council Member Nelson
- E. Mayor Bend
- F. City Attorney Knaak
- G. City Administrator Moorse

11. ADJOURN

A quorum of the City Council or Other Commissions may be present to receive information at, but not limited to, any of the following meetings: Planning Commission; the Public Works Committee; Parks Committee; Design Review and Historic Preservation Commission; Lower St. Croix Cable Commission; LSCWMO; MSCWMO; I-94 Corridor Coalition and the 5-City Mayor's Alliance.

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PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

DRAFT City Council Special Meeting Minutes
July 16, 2015
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
1:00 P.M.

1. **THE SPECIAL COUNCIL MEETING WAS CALLED TO ORDER** at 1:00 P.M. by Mayor Bend.

2. **ROLL CALL:** Nelson, Ross, Richter, Palmquist and Mayor Bend. **Quorum Present.**

ALSO PRESENT: City Engineers Diane Hankee, Todd Hubmer, Jamie Wallerstadt; City Attorney Fritz Knaak City Administrator Ron Moorse; and, Deputy Clerk Kim Swanson Linner.

3. **APPROVAL OF AGENDA** - for the July 16, 2015 Special City Council Meeting.

Motion /Second: Richter/Palmquist. To approve the agenda of the July 16, 2015 Special City Council Meeting as presented. The motion carried 5-0-0.

4. **CITY COUNCIL BUSINESS –**

a. **Downtown Improvement Project (including but not limited to the following)**

1) Design Revisions Reflecting State Archeologist Recommendations -- Engineer Todd Humber presented four options for the readjustment of the “south” pond in order to not impact undisturbed areas of the rattlesnake effigy mound and to maintain a 20 foot buffer from the effigy.

Option A split the pond into two ponds; one of the areas still crossed the effigy mound which the City would rather not do, even though it is at an area which shows disturbed soils.

Option B moves the levee to the east, and would be more costly, as additional wetland easements are necessary and new geotechnical data would be needed. There would also be more delays for regulatory agency reviews and approvals for the change.

Option C moves the pond to the north with the current alignment, however, it necessitates taking out the white pine which was designated for protection. This would have minimal if any cost changes, it is the least disruptive (except for the white pine), needs no additional acquisitions and would have no delays.

Option D pushes the pond further to the south, but it would still cross the same portion of the effigy mound as in Option A.

The City Engineers were looking for Council feedback to move forward. Council wanted the Engineers to bring cost options to the Tuesday, July 21, 2015 meeting.

i. PFA Funding Requirements – Engineer Hubmer distributed a proposal from Blondo Consulting for a scope of work and fees to accomplish the Federal Section 106 Cultural Resources Study, which is required for the Wastewater Collection System, Road Reconstruction and Stormwater Collection System projects in order to receive federal funds of the Green Project Reserve through the MN Public Facilities Authority.

2) Project Cost Shares and Overhead (Engineering, Legal, Financing) – Engineer Diane Hankee presented an additional proposal and estimated fees for Wenck in the amount of \$188,000 and for WSB in the amount of \$265,690 to complete professional engineering services for the Downtown Improvement Project in providing design and bidding services to be completed by December, 2015.

53 **Council requested that Administrator Moorse disseminate all the contracts from WSB and Wenck for**
54 **services to date, in order for Council to make a decision at the Tuesday, July 21, 2015 meeting.**
55

56 Engineer Hubmer walked through a Project Funding Summary for the Downtown Village Improvements Project.
57

58 3) Project Schedules – Engineer Hankee walked through the anticipated schedule for the 2015 Treatment
59 Site Forcemain and Lift Station Project. Bid advertising is scheduled for August 10, 2015, bid opening on
60 September 4, 2015, awarding the construction contract on September 15, 2015 and beginning construction on
61 September 21, 2015. Substantial completion and system testing would be in May 2016, with final completion and
62 restoration in July 2016.

63 Bend asked if any of the deadlines had variables, such as: Could the 106 process delay the schedule? Would
64 significant flooding cause delays?

65 Hubmer responded that nothing should hold up this year's construction. If the city had spring flooding, they
66 could take the project schedule out of sequence, but construction contracts routinely deal with "acts of God"
67 which flooding, etc. are considered.
68

69 **b. Downtown Improvement Project Design recommendations and budget – Resolution 2015-53 –**

70 Engineer Hankee reviewed Resolution 2015-52 which detailed the City's Design Review Committee
71 recommendations: width of streets, access to businesses during and after construction, 33rd Street as a community
72 focal point and levee opening to the St. Croix River, handicapped parking for City Hall, changes to the south
73 storage pond, and parking on local roadways.

74 1) Pike Avenue after downtown improvements - Council had considerable discussion about Pike
75 Avenue, being that it is the detour for St. Croix Trail during the County project, and what it will be turned back to
76 once construction is complete.
77

78 **Council asked for verification on the County paying for the return of Pike Avenue to a local road, they**
79 **wanted alternatives and costs for Pike Avenue and asked for the criteria that would be used for a trail**
80 **segment.**
81

82 2) 33rd Street Design – Mayor Bend placed two email comments into the meeting record. Comments
83 were about the proposed 33rd Street improvement, which commented mostly benefits the Afton House properties;
84 the funds which engineers diverted from the legal fund to the downtown improvement projects without Council
85 approval; the exorbitant increase in the city's cost of the improvements, up from an initial cap of \$1.2 million, and
86 a total project cost from an initial \$9 million to its current estimate of \$18 million; a public restroom building
87 proposed at Town Square Park; and the City paying for bringing better internet service to all residents of Afton.

88 It was noted that the City's proposal for 33rd Street may change according to the results of the condemnation
89 hearing scheduled at court on Friday, July 17, 2015.
90

91 3) City Hall Parking Americans with Disabilities Act (ADA) Compliance issue – Since Afton City Hall
92 was constructed in the mid-1980's, prior to the inception of the ADA in January 1992, the City Hall did not need
93 to comply with ADA requirements. Engineer Hankee reported that the proposed improvement of constructing a
94 City Garage to house public works and the sheriff's deputies will require ADA accessible parking and routes to
95 access City Hall. She provided four options, with three of the options cutting into the steeper slope to the west of
96 City Hall. One option showed handicapped parking to the east, but a concept sketch provided of a new city garage
97 was located in the same area.
98

99 **Council requested accessible parking options incorporating the city garage concept sketch.**
100

101 **c. St. Croix Trail Roadway Improvement Project in Downtown Afton – Streetscape – Resolution**
102 **2015-52** – Engineer Hankee reviewed a resolution detailing the streetscape items to be added to the St. Croix Trail
103 Roadway Improvement Project, which will receive 3% of the total project costs to be paid by Washington County.
104 The resolution reviewed that the project expects to remove existing gas street lights, boulevard trees, and

105 sidewalks. The resolution advised that the Design Review Committee (DRC) prioritized streetscape items of
106 which the top three were: street lights, banded concrete sidewalk to maintain the historic architecture, and
107 boulevard trees. Hankee explained that Council at their last work session discussed all of the DRC's desired
108 streetscape items including if some items could be added at a later date. Engineers advised that replacing street
109 lights and installing the banded concrete sidewalk are more cost effective if completed with the project
110 construction. They explained that additional desired landscaping such as boulevard trees, plantings, benches, and
111 trash receptacles can be added through a separate contract to be bid in 2016.

112 Council preferred to wait for the results of the Downtown Improvement Project bids before it makes further
113 decisions regarding landscaping. Therefore, the engineers were directed to adjust the bid quantities to meet the 3%
114 budget match.

115 It was noted that the County expects to provide \$300,000 towards the streetscaping within the project, any
116 additional costs would be borne by the City.

117 Council did not come to consensus about putting in additional items. Two items from the committee
118 recommendation that were high priority to include because they would be "touchable" items residents could see
119 they received for the money; they were \$50,000 of boulevard trees and \$10,000 of banded concrete crosswalks at
120 two locations across St. Croix Trail, instead of painted pavement crosswalks.

121
122 **Council requested getting the original breakdown of streetscape items from the City Engineer prior to the**
123 **Council meeting on July 21, 2015.**
124

125 **d. High Speed Internet Access** – Council Member Stan Ross presented the issues and options that the High
126 Speed Internet Access Committee had found in identifying unserved and underserved areas of Afton. They
127 identified options, costs and funding sources for proposing expansion of high speed internet service to residents of
128 Afton. The Committee identified that the further the distance to a junction box (DSLAM) the less access to
129 service one would have. The Committee approached both Comcast and CenturyLink to determine what they could
130 provide. Comcast would have to string all new wires; CenturyLink already has lines to each home in Afton that
131 has a land line. CenturyLink provided three options for the City to consider. In addition, they volunteered to write
132 a grant to the Minnesota Office of Broadband (MOB) which has funds for unserved and underserved cities.
133 According to the MOB all of Afton is considered "underserved" so there is a great possibility that Afton will get
134 some money, if not all, that is requested in a grant.

135 Several Afton residents were in attendance and many who could not attend sent emails requesting that
136 Council approve the internet access upgrades for residents of Afton.

137 Council discussed at length the three options. In each, CenturyLink proposed that the state grant would cover
138 50%, CenturyLink would provide 25% and Afton would provide 25% of the service build-out. Council preferred
139 Option 3 which would have CenturyLink installing 14 additional DSLAMs throughout Afton to bring everyone to
140 the most recent standard of 10 Mbps (megabits per second). Approximate cost would be \$500,000, with the grant
141 providing up to \$250,000 and with CenturyLink and Afton each providing 25% or \$125,000. CenturyLink has
142 committed to covering any project overages.

143 The City Attorney advised that the expenditure is within the purview of the city, and the city has the option of
144 assessing benefitting properties through the 429 public purpose process, according to criteria in state statute.
145 Other funding options would be to levy the amount, which would be approximately \$104 for one year for an
146 average property, and could be discussed with the 2016 Budget. Council also wanted to know if the Cable
147 Commission funds could be utilized. The biggest consideration is that the grant applications are due to the MOB
148 by September 15, so it is very time-sensitive.
149

150 **Motion/Second: Palmquist/Ross. To authorize a Letter of Intent to work with CenturyLink in applying for**
151 **a grant with the Minnesota Office of Broadband for Option 3, which proposes CenturyLink install 14**
152 **additional DSLAMs throughout Afton to bring everyone to the most recent standard of 10 mbps for**
153 **internet access. The grant request would be for \$500,000, with MOB providing 50%, up to \$250,000, and**
154 **CenturyLink and Afton providing 25% or \$125,000 each. CenturyLink has committed to covering any**
155 **project overages. Motion carried 5-0-0.**
156

157 Council noted that the specifics for the internet access build-out project will be based on the grant
158 received and city funding options within the 2016 Budget.

159 e. **Afton House Easement Acquisition (Closed Session)** – Notes by Administrator Moore.

160
161
162 **Motion/Second: Bend/Richter. To move into a Closed Session at 4:46 p.m. Motion carried 5-0-0.**

163
164 **Motion/Second: Bend/Richter. To come out of Closed Session at 5:31 p.m. Motion carried 5-0-0.**

165
166 **Motion/Second: Bend/Richter. To provide direction regarding the Afton House easement. Motion carried
167 4-1-0.**

168
169 **5. ADJOURN – Motion/Second: Nelson/Ross. To adjourn the meeting at 5:32 p.m. Motion carried 5-0-0.**

170
171 Respectfully submitted by:

172
173
174 _____
175 Kim Swanson Linner, Deputy Clerk

176
177 And for the CLOSED SESSION

178
179
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181 _____
182 Ronald J. Moore

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185 **Approved by Council (on August 18, 2015) as (check one): Presented: _____ Amended: _____**

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188 **Signed by Mayor Richard Bend _____ Date _____**

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PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

DRAFT City Council Regular Meeting Minutes
July 21, 2015
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
7:00 P.M.

1. **THE SPECIAL COUNCIL MEETING WAS CALLED TO ORDER** at 7:01 P.M. by Mayor Bend.

2. **ROLL CALL:** Nelson, Ross, Richter, Palmquist and Mayor Bend. **Quorum Present.**

ALSO PRESENT: City Engineers Diane Hankee and Todd Hubmer, City Attorney Fritz Knaak, Planning Commission Vice Chair Judy Seeberger, City Administrator Ron Moorse and Deputy Clerk Kim Swanson Linner.

3. **APPROVAL OF AGENDA** - for the July 21, 2015 Regular City Council Meeting –Items were added to the agenda: Item 9C9, Consider Accountant Tom Niedzwiecki’s attendance at Regular Council Meetings; Item 9C10, Meeting with John Linc Stine, the head of the MN Pollution Control Agency (MPCA); Item 10F, the City Attorney report was switched with 10G, City Administrator Moorse report, so that the City Attorney’s attorney/client privilege discussion could go into a Closed Session.

Motion/Second: Palmquist/Richter. To approve the agenda of the July 21, 2015 Regular City Council Meeting as amended. Motion carried 5-0-0.

4. **APPROVAL OF MINUTES** -

A. Minutes of the June 16, 2015 City Council Work Session –

Motion /Second: Richter/Bend. To approve the minutes of the June 16, 2015 City Council Work Session as presented. Motion carried 5-0-0.

B. Minutes of the June 16, 2015 Regular City Council meeting –

Motion/Second: Richter/Bend. To approve the minutes of the June 16, 2015 Regular City Council Meeting as presented. Motion carried 5-0-0.

5. **PUBLIC INPUT** – none.

6. **REPORTS/PRESENTATIONS** -

A. Sheriff’s Monthly Report – none in attendance; IRC Report on file.

B. Lower St. Croix Fire District – none in attendance; Nelson and Bend reported.

C. Jim Bougie, Finance Committee Report – not in attendance.

7. **CONSENT AGENDA** -

A. Just and Correct Claims

B. 4M Fund Transfer - JUNE - **Resolution 2015-51**

Motion/Second: Richter/Palmquist. To approve the Consent Agenda as presented, including Resolution 2015-51. ROLL CALL: All Ayes. Motion carried 5-0-0.

54
55 **8. CITY COUNCIL BUSINESS -**

56 **A. Planning Commission Report –**

57 1. Bruce Paddock Variance Application for the property on 33rd Street with PID# 22.028.20.14.0064 –
58 **Resolution 2015-54** – Administrator Moose summarized the Bruce Paddock variance request to the minimum lot
59 size requirement for the parcel on 33rd Street to be approved as a buildable lot. The minimum lot size
60 requirement in the VHS is 22,500 square feet, which is commonly three historically platted 50 foot by 150 foot
61 parcels (7,500 sq. ft. each) combined to create one parcel. The Paddock parcel is made up of two historically
62 platted parcels of 7,500 square feet each, plus 4,384 square feet of vacated 33rd St. right-of-way, for a total of
63 19,384 square feet. Moose reviewed the five standards to be used in reviewing VHS variance applications:

- 64 1. The principal structure, including a garage for a residential parcel, must be able to meet all required
65 setbacks, including creek and bluff setbacks.
- 66 2. A commercial property must have sufficient area for off-street parking.
- 67 3. If two contiguous substandard parcels could be combined and not meet the 22,500 sq. ft. size requirement,
68 they are not separately buildable.
- 69 4. The capacity of the planned wastewater treatment system needs to be taken into consideration prior to
70 granting a variance for buildability.
- 71 5. If a need is demonstrated, the expiration period of the variance may be extended beyond one year.

72 Vice Chair Seeberger reported that the Planning Commission had reviewed a site plan showing the driveway
73 on the property line and showed a building pad on land with slope less than 12%, however a portion of the west
74 edge of the driveway encroached on an existing retaining wall shown on the survey as an area with slope greater
75 than 12% and the applicant did not speak to how that issue would be handled if the lot was buildable.

76 Moose reported that the Planning Commission recommended, on a vote of 4-1-2, to deny the variance based
77 on the following findings:

- 78 1. The lot is too small, being 3,000 square feet less than the minimum required VHS parcel.
- 79 2. The lot contains a significant amount of slopes greater than 12%.
- 80 3. The driveway fails to meet the 10 foot setback from property lines.
- 81 4. The retaining wall next to the driveway is problematic.

82
83 Council Discussion

84 Palmquist felt the driveway setback question had been answered at the Planning Commission meeting.

85 Richter felt if there could be a variance to the minimum lot size, perhaps the city should revise the minimum
86 lot size. He asked what size under the minimum would be acceptable. He commented that Rural Residential has a
87 nominal size allowed, which is a percentage of the lot acreage. Should the city set a similar standard for the VHS?

88 Chris Johnson, legal representative for Paddock, commented that the property was platted and buildable years
89 ago. The reason for this request is that the property owner would like to connect to the sewer, but the lot needs to
90 be designated a buildable lot.

91 Bend commented that lots even though buildable “years ago” need to conform to current city regulations.

92 Nelson felt that this vacant lot in the VHS should be allowed to be buildable, as the levee project is the chance
93 to revitalize the Village.

94 Bend reminded that the Planning Commission and Council decided not to change the VHS ordinance, but to
95 look at lots on a case by case basis. He felt if there are lots in the VHS that can be used, they should; however, he
96 is unwilling to disregard the Planning Commission recommendation.

97
98 **Motion/Second: Palmquist/Nelson. To APPROVE the Bruce Paddock request for a minimum lot size**
99 **variance request for a property on 33rd Street with PID# 22.028.20.14.0064 to be designated a buildable**
100 **lot, per Resolution 2015-54 as presented. ROLL CALL: Ayes- Nelson, Palmquist; Nays-Richter, Ross,**
101 **Bend. Motion failed 2-3-0.**

102
103 **Motion/Second: Bend/Palmquist. To send the Bruce Paddock amended application with the revised survey**
104 **back to the Planning Commission to consider for a minimum lot size variance for the property on 33rd**
105 **Street with PID# 22.028.20.14.0064 in order to be designated as a buildable lot.**

106 Nelson felt that was unnecessary; that Council should be able to come to a decision.

107
108 **Bend withdrew the motion.**

109
110 **Motion/Second: Richter/Bend. To DENY the Bruce Paddock request for a minimum lot size variance for a**
111 **property on 33rd Street with PID# 22.028.20.14.0064 to be designated a buildable lot, per Resolution 2015-**
112 **54, with findings, as presented. ROLL CALL: Ayes-Richter, Ross, Bend; Nays- Nelson, Palmquist. Motion**
113 **carried 3-2-0.**

114
115 2. Bill Scheel Application for minor subdivision at 13404 15th Street, PID #s 08.028.20.21.0003 and
116 08.028.20.14.0001- Resolution 2015-55 – Administrator Moose described the Bill Scheel application for a
117 Minor Subdivision to create three lots on the property at 13404 15th Street South and a property with PID
118 08.028.20.14.0001. The property with PID 08.028.20.14.0001, while a large lot, is currently nonconforming due
119 to having less than 300 feet of frontage on a public road. The subdivision would result in three conforming lots.
120 At the June meeting the Planning Commission had questions and concerns about the proposed lots crossing a
121 quarter-quarter section line, and concerns about the potential impact on density. Moose reported that the City
122 Attorney advised, for the July Planning Commission meeting, that the zoning code allows lot lines to cross
123 quarter-section section lines and that, while the Ag Preserve Zone requirements prohibit lot lines from crossing
124 quarter-quarter section lines, the Agriculture Zone requirements do not include a similar prohibition. The
125 proposed subdivision would result in five lots in two quarter-quarter sections. However, the boundaries of two of
126 the lots would extend across a quarter-quarter section line. This could result in more than three dwelling units in a
127 quarter-quarter section if a house was built in the portion of the lot in the quarter-quarter section that already
128 contained three dwelling units. Staff proposed placing conditions on the subdivision to eliminate the density
129 concern. Moose reported that the Planning Commission recommended approval of the application based on the
130 original layout of the lots with findings and conditions.

131 Vice Chair Seeberger reported that the Planning Commission's concern was about the proposed subdivision
132 lots crossing quarter-quarter sections which could result in a higher density than allowed. They took the City
133 Attorney's analysis, did the density math, and were satisfied with the conditions that staff added to limit density in
134 both quarter-quarter sections.

135
136 Council Discussion

137 Bend commented that the Natural Resources and Groundwater Committee (NRGC) is charged with reviewing
138 protections to natural features and groundwater and the obligation can be satisfied by the time of final
139 subdivision. If land is recommended to be dedicated or preserved, such as linking parcels for a wildlife corridor,
140 the city could have the opportunity to create those corridors over time and the recommendation should go to the
141 Parks Committee.

142 Palmquist reminded that the Parks Committee is charged with recommending whether the park dedication
143 will be a land or a cash dedication. The Parks Committee has been getting parcels that are useless for park land.
144 They could take the recommendation for land dedication into consideration for park, open space or recreation
145 corridors.

146
147 **Motion/Second: Bend/Nelson. To approve Resolution 2015-55 with a provision that the Natural Resources**
148 **and Groundwater Committee would review the application and determine whether there would be a**
149 **benefit to the city in requiring a land dedication, thereby protecting scenic or recreational corridors, rather**
150 **than cash as a park dedication for this application.**

151
152 Council Discussion

153 The applicant stated that they were unaware of the additional process to go before the NRGC. Bend
154 confirmed the NRGC would meet next month and that their review would be determined prior to the final plat of
155 the subdivision.

156 Richter asked the thought process for pushing the lots over the quarter-quarter section lines.

157 Applicant said the width to depth would not have complied if they didn't go over the quarter-quarter section
158 lines, according to City Code.

159
160 **ROLL CALL: Ayes-Richter, Bend; Nays-Palmquist, Nelson, Ross. Motion failed 2-3-0.**

161
162 **Motion/Second: Palmquist/Nelson. To adopt the Bill Scheel Minor Subdivision at 13404 15th Street, PID #s**
163 **08.028.20.21.0003 and 08.028.20.14.0001 per Resolution 2015-55 with findings and conditions as presented.**
164 **ROLL CALL: Ayes-Nelson, Ross, Richter, Palmquist; Nays-Bend. Motion carried 4-1-0.**

165
166 3. Shelly and Brad Holz Variance Application at 4206 River Road – Resolution 2015-56 –
167 Administrator Moose summarized the variance application for the Holz property which currently has a two-story
168 house that is substandard in terms of its setback from River Road and its setback from the Ordinary High Water
169 Line of the St. Croix River. The house backs up to a long steep slope, but meets the setback from the St. Croix
170 River bluffline. The Holz's propose to tear down the existing house and build a new two-story house that has an
171 increased setback from the Road and the OHWL. The house is connected to the "201" community septic system,
172 so a septic drainfield is not required. He reviewed the zoning requirements that are currently not met by the
173 existing house. The four variances requested will improve the non-conforming conditions:

- 174 1. To allow a 92 foot front yard setback (instead of 89) vs. the required 105 foot setback.
- 175 2. To allow a 177 foot setback from the Ordinary High Water Line of the St. Croix River (instead of 172) vs.
176 the required 200 foot setback.
- 177 3. To allow grading in areas with slopes greater than 12%.
- 178 4. To allow the roof height to be 5 feet higher than the roof of the existing house, as the roof orientation has
179 changed to drain to the sides of the lot instead of directly to the river.

180 Moose reported that the City Engineer has reviewed the grading and drainage plans, and has been working with
181 the property owners' architect on a drainage plan that could include rock swales on the north and south sides of
182 the house in addition to raingardens on the southeast and northeast corners of the house, with the goal of capturing
183 the run-off from a one-inch rainfall event. The City Engineer has also reviewed and approved the retaining wall
184 plans. He noted the letter from Jenifer Sorenson, DNR hydrologist, is supportive of the proposal and application
185 and encourages engineering review of the grading and drainage plans. The Planning Commission recommended,
186 on a vote of 7-0-0, approval of the variance application, based on the findings and conditions.

187
188 **Motion/Second: Palmquist/Ross. To approve the Shelly and Brad Holz variance application to construct a**
189 **new home at 4206 River Road per Resolution 2015-56, with findings and conditions as presented in the**
190 **resolution. ROLL CALL: All Ayes. Motion carried 5-0-0. ROLL CALL: All Ayes. Motion carried 5-0-0.**

191
192 4. Valley Branch Watershed District Conditional Use Permit Application for Two Ravine Stabilization
193 Projects at multiple properties northeast of 30th Street and Trading Post Trail and east of Neal Avenue and north
194 of Valley Creek Trail – Resolution 2015-57 – Administrator Moose summarized the Valley Branch Watershed
195 District (VBWD) proposal for two ravine stabilization projects, one at the northeast corner of Trading Post Trail
196 and 30th Street, and one east of Neal Avenue and north of Valley Creek Trail. Both locations experience
197 substantial erosion during significant rain events. The project will stabilize the ravines, prevent erosion and help
198 protect the water quality of Valley Creek. The City Engineer reviewed the grading plans for the project and all of
199 the City Engineer's questions about the grading plans were adequately answered by the VBWD engineer, and the
200 City Engineer has approved the plans. Planning Commission vote of 7-0-0 recommending approval.

201
202 **Motion/Second: Palmquist/Nelson. To approve the Valley Branch Watershed District Conditional Use**
203 **Permit for Two Ravine Stabilization Projects at properties northeast of 30th Street and Trading Post Trail**
204 **with PIDs 21.028.20.21.0001, 16.028.20.34.0002, 16.028.20.43.0004 and 21.028.20.12.0001, and east of Neal**
205 **Avenue and north of Valley Creek Trail on properties with PIDs 17.028.20.21.0002, 17.028.20.12.0001 and**
206 **17.028.20.13.0004, per Resolution 2015-57 and based on conditions as listed in the resolution. ROLL**
207 **CALL: All Ayes. Motion carried 5-0-0.**

208

209 5. Larry Best/Chrome-X, LLC Sketch Plan Review Application at 13900 Hudson Road – Administrator
210 Moose summarized the sketch plan review by Planning Commission and the comments made: pollution
211 problems were to be addressed by MPCA, they need to minimize impervious coverage on the property. The
212 applicant will need to submit the full Conditional Use Permit (CUP) application to go forward.

213 Vice Chair Seeberger reported that the Planning Commission took a while to get their heads around the
214 concept. Many concerns were brought up. But some commissioners thought the concept of luxury garages would
215 be a “cool” development for Afton.

216 Nelson thought a previous application in 2004 had the same concerns for hazardous waste and, if too nice,
217 people may start living in the units.

218 Richter remembered concerns about excessive water usage. He asked about the denial of this application in
219 the past.

220 Moose and Bend indicated they found paperwork to indicate it had been approved.

221 Richter stated it was approved by a previous Council, but the applicant did not start the project in the twelve
222 month time period allowed. The applicant brought the application before the Council after the time had elapsed,
223 but Council denied giving an extension of approval.

224

225 **B. Engineering Report -**

226 1. 2015 Seal Coat and Crack Seal Projects – Engineer Hankee reported they are in the process of
227 obtaining quotes to crack fill and seal coat, per the attached map. The seal coat will use the rock
228 stockpile at the garage. The project is estimated at: \$44,000 for Crack Filling and \$22,000 for Seal
229 Coating.

230 Quotes will come before Council in August.

231

232 2. Downtown Improvement Project Design - Resolution 2015-53 – Engineer Todd Hubmer introduced
233 Washington County partners for the County Road 21 Project in attendance: Wayne Sandberg, Cory Slagle and
234 Jane Krebsbach. The goal is for mid-winter bidding, for construction early in spring 2016, with as little disruption
235 to the community as possible. There are permits with long lead-times and state aid submittals with extensive
236 review and comment periods. The goal is to minimize the risk of delaying the project. The Engineers needed
237 approvals on elements of the design to go forward with bidding the documents. Council was asked to approve or
238 give direction for each item as listed on the resolution.

239 1) Roadway widths and alignments were approved as presented.

240 2) Pike Avenue: Hubmer deleted the word “detour” from Item 2, as Pike is considered as
241 “access” during construction. Council discussion revolved around whether the 22 foot pavement would be
242 reduced to its original width after construction or whether the City would like to utilize the full 22’ wide roadway
243 as a bike trail. A majority of Council (Richter dissenting) preferred to convert the street back to its original use,
244 pay \$5,000 to have the extra width of pavement ripped out and restore it as a one way southbound street and
245 delineate a portion for a bike trail.

246 3) Council agreed to the 33rd Street design as a one way to the east with angled parking on the
247 south side and drop off on the north. It was noted that the design may need to change depending on the agreement
248 on the Afton House Inn easement acquisition in court on Friday, July 24, 2015.

249 4) City Hall accessible parking. Council preferred that the proposed city garage be taken into
250 consideration for accessible parking. This item does not affect the County Road project. Additional options for
251 parking were requested.

252 5) Parking in the Village as proposed was deemed adequate for current uses.

253 6) The south flood pond needed revision based on the State Archeologist review of the effigy
254 mound findings. Engineers reviewed four options. Options A and C crossed a portion of the rattlesnake effigy,
255 and even though that area has been deemed previously disturbed, these options were deemed unfeasible, so as not
256 to disturb the area any further. Option B moved the levee to the east and would require additional purchase of
257 wetland, additional tree removal, additional grading and dirtwork, additional easement for Selma’s, and additional
258 geotechnical work and would most likely cause delays due to the approvals by the Corps of Engineers and
259 additional permits. Option C maximizes the parcel easements that have already been negotiated, however, the

260 pond needs to extend to the south and necessitates removing the white pine that was previously designated for
261 protection, to fit in the required area of ponding. The County supports this option, as any delays to the project are
262 a great risk to the County. Council preferred Option C as it created less risk to the project than Option B, which
263 had risks of project delays due to additional work, approvals and permits needed to move the levee east.
264

265 **Motion/Second: Palmquist/Nelson. To approve Resolution 2015-53 for the Downtown Improvement Project**
266 **Design elements as amended. ROLL CALL: All Ayes. Motion carried 5-0-0.**
267

268 3. St. Croix Trail Roadway Improvement Project in Downtown Afton, Streetscape Elements –
269 **Resolution 2015-52** – Engineer Hubmer summarized the table of streetscape and aesthetic elements. Revisions to
270 the quantities and cost of trees were noted. The total cost of the proposed streetscape elements total was revised to
271 \$521,700. Hubmer noted that certain elements would be easier to delay and have as separate bids in 2016 and the
272 City may get better pricing from local contractors, but that certain elements would be better to be included in the
273 original road bid package – those being: sidewalks, street lighting and concrete bumpouts (not colored/textured).
274 He cautioned Council that it is a tight schedule, there are a number of permits that affect the schedule and that any
275 changes to the plans will include hundreds of pages of drawings and would be detrimental to the timeline. It was
276 very important, therefore, that Council make a decision on the streetscape elements to be bid with the road
277 construction package.

278 It was noted that the County and City cost share would be up to 3% of the construction project, an estimated
279 \$300,000, with each contributing \$150,000. Council discussed the priority of different streetscape elements. There
280 was agreement that the sidewalks, lighting and bumpouts should be included in the road bid.
281

282 **Motion/Second: Bend/Richter. To approve Resolution 2015-52 as presented, which would include street**
283 **lights and banded concrete sidewalks.**
284

285 Bend felt that until the bids come in maximizing the County match, and if the City can get a better price from
286 local contractors, on trees for instance, the practical way to go would be to approve the minimum elements which
287 need to be put forward at this time to define the cost.

288 Richter agreed, stating that the other elements could be budgeted for completion with, say, a 5-year plan.

289 Nelson felt that would not work, because 5-year plans can go awry. He felt now was the opportunity to affect
290 downtown for many years to come, and to get improvements done as a one-time deal. He felt some parts of the
291 elements, such as the trees, aren't just amenities. He felt they keep downtown Afton the quiet, peaceful place that
292 it is. He felt the trees should be included in the base bid as something that the residents expect to be replaced now.

293 Ross got the total down to \$377,500 taking out the median plantings and rock mulch, reducing lights from 30
294 to 28 fixtures and taking out some trees; he removed the wayfinding, bumpouts and boulevards, and took out tree
295 grates, the pedestrian amenities and the crosswalks.
296

297 **Bend amended his motion, changing language with respect to the 3% budget match or \$370,500 whichever**
298 **is greater. Richter was unclear as to what the amendment meant. Bend clarified that the City cost would be**
299 **the \$150,000 plus any additional over that up to \$77,500. Richter did not agree to the amendment.**
300

301 Engineer Hubmer suggested Council take out some items to come to agreement. For instance, he suggested
302 taking out the trash receptacles, wayfinding, and the median plantings and rock mulch. He proposed the quantities
303 could be reduced (up to 20% on some of the items) and once the bids come in to meet the budget match, the City
304 could add these back in without having to negotiate with the contractor on items.

305 Richter liked the idea of sourcing locally to get better prices on certain items.

306 Nelson wanted to go through the list and have Council agree on what items could be eliminated.
307

308 **Bend called the question. ROLL CALL: Ayes-Richter, Bend; Nays-Nelson, Ross, Palmquist. Motion failed**
309 **2-3-0.**
310

311 Palmquist suggested eliminating the boulevards, trash receptacles and wayfinding; to use regular concrete
312 bumpouts (not colored/textured) and to take out more lights, even though they were reduced from 36 already.

313 Ross stated that the City needs to come to agreement. He wondered if the downtown was being overlighted.
314 However, he did not have any data to say that lights could be reduced. Each light is approximately \$10,000, so
315 any light reduction can make a monetary impact.

316 Hubmer suggested reducing the light fixtures to 25, which would reduce the costs by \$50,000.

317 Ross stated the businesses liked illuminating the heart of the Village, and the other fixtures to the north and
318 south could be spaced further and further apart.

319

320 **Motion/Second: Bend/ . To approve Resolution 2015-52 amended as follows, where the City will pay**
321 **\$200,000, and if the 3% of the budget match is not maximized by that \$200,000 it will pay the difference**
322 **between the amount necessary to maximize the 3% match and the \$200,000. In other words, if the budget**
323 **match came in at \$150,000, then the City would also pay an additional \$50,000 to utilize the \$200,000 total;**
324 **or if the budget match comes in at \$165,000, then the City puts in an additional \$35,000, putting a limit on a**
325 **budgeted amount at \$200,000.**

326

327 Bend explained he would like to have a dollar budget set for this and not let the cost inch up as the other project
328 costs have inched up over the years.

329

330 **Motion failed for lack of a second.**

331

332 Palmquist and Ross made several adjustments to the quantities as listed on the spreadsheet.

333

334 **Motion/Second: Palmquist/Nelson. To approve Resolution 2015-52 St. Croix Trail Improvements in**
335 **Downtown Afton with the corrected streetscape aesthetic elements spreadsheet as amended to reduce the**
336 **lights to 26 lights [\$254,800], to include the sidewalk banded concrete pattern [\$11,000], to amend the**
337 **bumpouts with regular banded concrete (not colored/textured) [\$18,000], to reduce the trees by 20%**
338 **[\$52,200] and to include the pedestrian crosswalks [\$9,900], with the opportunity to bid equivalents and be**
339 **able to reduce amounts of items up to 20% to meet the budget match. This would remove wayfinding,**
340 **boulevards, tree grates and the pedestrian site amenities.**

341

342 [Median plantings and rock mulch were not mentioned in the motion on whether they were to be IN or OUT of
343 the motion. The total cost for the motion as stated is \$345,900. The total cost of the motion, including the median
344 plantings (\$19,950) and rock mulch (\$8,800), is \$374,650.]

345

346 Palmquist stated that the most important item to him are the trees, to replace what is being taken out, not to
347 increase the amount of the trees as proposed by the County, just dial it back a little bit.

348 Ross detailed the elements in the motion to reduce lights by 6 to 24 lights @ \$24,000, banded concrete (not
349 colored/textured) bumpouts @ \$18,000, reduce 10-15% of the trees, for a total estimate of \$375,900...city's
350 portion would be \$225,900.

351 Bend called on Washington County to comment on the process.

352 Wayne Sandberg, County Engineer, confirmed that all municipalities struggle with making decisions such as
353 this. He stated the County would be bidding these items in two different packages. One package will be the
354 "hardscape" elements that would be done with the road construction package; items such as sidewalks, lighting
355 pole stands, and the concrete bumpouts. The second bid would include the "softscape" items that are part of the
356 landscape plan such as trees, tree grates, etc., that are on top of the hardscape.

357 Bend asked if the hardscape items would include the streetlights, the sidewalks, and the concrete crosswalks?

358 Sandberg enumerated that the medians and the crosswalks can be done later. The bumpouts could be done
359 later, but could be in the road construction phase.

360 Palmquist wanted to ensure that the trees were in this package; that some future Council could not cut out the
361 trees that are to replace those being taken out.

362 Bend stated he understood Palmquist's concern, but that the trees could be bid later and probably get a better
363 bid directly from a local contractor.

364 Nelson agreed to the amendments.

365 Ross again detailed the amended elements in the motion to reduce lights by 6 to 24 lights @ \$24,000, the
366 banded concrete sidewalk (\$11,000) banded concrete (not colored/textured) bumpouts (\$18,000), eliminated all
367 the trees, for a total estimate of \$298,000...city's portion would be under the \$150,000 within the 3% match. He
368 felt that businesses and individuals could do fundraising to repopulate the trees. And that the soft items be
369 addressed after the county bids are done.

370 Bend thought that the budget process for 2016 could include budgeting for the soft items. Bend called the
371 question.

372
373 **ROLL CALL: Ayes-Nelson, Ross, Palmquist; Nays-Richter, Bend. Motion carried 3-2-0.**

374
375 **C. Administration –**

376 1. High Speed Internet Access Expansion Options and Funding Options – It was reported that Council
377 Member Stan Ross had presented the findings of the High Speed Internet Access Committee and proposed three
378 options for Council consideration. Council took unanimous action at their 7-16-15 Special Meeting to approve
379 CenturyLink submitting an application to MN Office of Broadband (MOB) to receive grant funds to provide High
380 Speed Internet Access to underserved and unserved areas of Afton. The \$500,000 grant request would be for
381 MOB to provide 50% of the funds in the amount of \$250,000; CenturyLink would contribute 25% or \$125,000
382 and agreed to cover any project cost overages; the City of Afton would be responsible for 25% or \$125,000. It
383 was noted that options for funding the city's portion would be discussed as part of the 2016 Budget process.

384
385 2. Ordinance Amendment to move "Chickens on < 5 acres" to Livestock Sec. 12-188 (M) – Ordinance
386 **02-2015** – Administrator Moorse summarized that Ordinance section 12-230, Keeping Chickens on less than 5
387 acres" fit better in the livestock section, which required renumbering it as the last section in Livestock, Sec. 12-
388 188 (M). There was one other administrative change to the size of coop which does not need a building permit
389 from the existing 160 square feet to the new minimum code size for an accessory building up to 200 square feet.
390 Section 12-230 was proposed to be reserved in order to place the Solar Ordinance directly after the Wind Turbine
391 ordinance, therefore grouping those sections on alternative energy.

392
393 **Motion/Second: Bend/Palmquist. To adopt Ordinance 02-2015 as presented moving existing Sec. 12-230,**
394 **the Keeping of Chickens on less than 5 acres to the Livestock Sec. 12-188 (M), updating the square footage**
395 **of an accessory building that does not require a building permit, and reserving Sec. 12-230. ROLL CALL:**
396 **All Ayes. Motion carried 5-0-0.**

397
398 3. St. Croix Bluffland and Shoreland Ordinance inconsistencies in impervious surface requirements and
399 eliminate DNR certification from ordinance – Administrator Moorse explained that the St. Croix Bluffland and
400 Shoreland Ordinance includes impervious coverage requirements that are inconsistent with the impervious
401 requirements for the VHS zones, and includes language regarding the certification of the City's land use actions
402 by the Commissioner of the DNR, although the DNR no longer has certification authority. Staff recommended
403 that the Council refer these issues to the Planning Commission for resolution through an ordinance amendment.

404
405 **Motion/Second: Richter/Palmquist. To refer the St. Croix Bluffland and Shoreland Ordinance**
406 **inconsistencies in impervious surface and other issues to the Planning Commission for study and**
407 **recommendation. Motion carried 5-0-0.**

408
409 4. Joint Powers Agreement between City Attorney and Washington County Sheriff for accessing state
410 databases for prosecutions – Resolution 2015-58 – Administrator Moorse explained that in October, 2011 the
411 City Council approved a JPA to authorize the City Attorney to access databases and state criminal histories in
412 cooperation with the Washington County Sheriff's Office in prosecuting cases.

413 City Attorney Knaak added that all prosecuting is electronic now, so this new JPA is really an amendment to
414 the original JPA for access to state criminal databases.
415

416 **Motion/Second: Richter/Bend. To approve Resolution 2015-58 authorizing a Joint Powers Agreement with**
417 **the City of Afton on behalf of its City Attorney and the Washington County Sheriff's Office to access**
418 **Bureau of Criminal Apprehension (BCA) databases. ROLL CALL: All Ayes. Motion carried 5-0-0.**
419

420 5. Cedar Bluff Subdivision Vacation of Unneeded Drainage Easement on Block 1, Lot 17 - Resolution
421 **2015-59** – Administrator Moose summarized that Rick Morgan, the owner of the property on Block 1, Lot 17 of
422 the Cedar Bluff Plat, is requesting the vacation of a storm sewer easement that crosses the property. The one plat
423 map shows the proposed area of the easement and the revised plat map shows the “as built” for the storm sewer
424 system which eliminated the need for a storm sewer line across the property. City Engineer Hankee reviewed the
425 plat and the current storm sewer plan, and has agreed that the easement is no longer needed. The easement can be
426 vacated through the adoption of a resolution by the Council, which will then be recorded at the County.
427

428 **Motion/Second: Palmquist/Richter. To adopt Resolution 2015-59 vacating the storm sewer easement**
429 **crossing Block 1, Lot 17 of the Cedar Bluff final plat. ROLL CALL: All Ayes. Motion carried 5-0-0.**
430

431 6. Training opportunities for Council, PC and Staff (St. Croix Workshop-on-the Water and 2015 GTS
432 Summer and Fall Land Use Workshops) – Administrator Moose summarized several training and workshop
433 opportunities this summer and fall that needs Council direction in order for Planning Commission and Council
434 members to attend.
435

436 **Motion/Second: Palmquist/Richter. To approve the following training opportunities: 4 attendees for the St.**
437 **Croix Workshop-on-the-Water St. Croix Workshop-on-the-Water, August 6, 2015 @ \$20/person =**
438 **\$80 total [by boat time, there were 5 attendees for a total of \$100]; League of MN Cities, Land Use**
439 **Series, two online seminars: Land Use Basics and Creating the Ground Rules for three new PC**
440 **members @ \$30/person x 2 = \$180 total; and, Land Use Planning Workshops by GTS Educational**
441 **Events, the Comprehensive Planning workshop for 3 attendees @ \$110 per person = \$330 total.**
442 **Funding of \$590 [\$610] to be taken from the Seminars & Education account. Motion carried 5-0-0.**
443

444 7. Schedule Council Work sessions – Mid-year financial review, 2016 budget, City Administrator
445 Performance Evaluation – Administrator Moose explained that Council Work Sessions for the mid-year financial
446 review that is provided by Tom Niedzwiecki, City Accountant, and the discussion of the proposed 2016 Budget
447 could occur at the same work session in mid-August. A review of the 2016 Preliminary Budget will be needed in
448 late August or early September in order to be ratified and sent to the County by the September 30 deadline.
449

450 **Council members determined that all could make a meeting on Friday, August 14, if the City Accountant**
451 **could begin at 4:30 or earlier. Moose was to check the possibility of beginning the meeting at 3:00 p.m.**
452

453 8. Hire Seasonal Maintenance Worker – Administrator Moose reminded that Wally Rae, who served as
454 a seasonal maintenance worker for the City for a number of years, had a change in circumstances, and resigned
455 from the position. Staff advertised for applicants to fill the position, and has received two applications. The
456 preferred candidate is Todd O’Leary. Staff has provisionally hired Mr. O’Leary, subject to a background check,
457 including references of former employers, and approval by the Council.
458

459 **Motion/Second: Palmquist/Richter. To hire Todd O’Leary, to replace Wally Rea, as a seasonal**
460 **maintenance worker and for the weekly cleaning of City Hall. Motion carried 5-0-0.**
461

462 Deputy Clerk Swanson Linner reminded that Council needed to also set the hourly wage. It was discussed that the
463 hiring rate should be at the hourly rate of Wally Rea. It was noted that this candidate has experience in equipment

464 maintenance, which has already been a benefit for replacing a belt on the lawn mower, which would normally
465 have been taken in for a service call.
466

467 **Motion/Second: Palmquist/Bend. To set the hourly wage for Todd O’Leary at \$12.50 per hour. Motion**
468 **carried 5-0-0.**
469

470 9. Consider City Accountant, Tom Niedzwiecki attendance at Regular City Council meetings – Mayor
471 Bend wanted the Council to consider whether the City Accountant should attend regular Council meetings, in that
472 he has witnessed his attendance at several other cities and the fire department, and he felt Niedzwiecki tracks the
473 budget excellently and would like that for Afton. Council took no action.
474

475 10. The Head of the MPCA, John Linc Stine, asked to meet with Mayor Bend – Mayor Bend reported
476 that the head of the MPCA has requested to meet with him and or representatives of the Council or staff. Council
477 members were in agreement that the meeting should be taken, but that the city is not in favor of delaying our
478 septic project and that it would be impossible for Afton, at this late date, to add any other opportunities for
479 capacity to our project. Council members agreed that there was no indication at any time that those cities wanted
480 to do anything positively to solve their septic issues. The mayor was willing to have the city extend its knowledge
481 of the process to other cities, if they are interested.
482

483 **D. Committee Reports -**

- 484 1. Public Works – none.
485 2. Personnel – Ross mentioned that the City Administrator will be working with the consultant soon.
486 3. Parks – none.
487 4. HPC/DR –reviewed the RFP for the Historian, so it will be finalized and advertised.
488

489 **10. COUNCIL, CONSULTANT AND STAFF REPORTS, ANNOUNCEMENTS AND UPDATES**

- 490 **A.** Ward 1 Council Member Palmquist – none.
491 **B.** Ward 2 Council Member Richter – none.
492 **C.** Ward 3 Council Member Ross – none.
493 **D.** Ward 4 Council Member Nelson – none.
494 **E.** Mayor Bend – none.
495 **F.** City Administrator Moorse – none.
496 **G.** City Attorney Knaak_ Afton House Inn easement report/discussion went into Closed Session.
497

498 **Motion/Second: Bend/Richter. To go into CLOSED SESSION at 10:35 p.m. for the purpose of discussing**
499 **pending litigation. Motion carried 5-0-0.**
500

501 **Motion/Second: Palmquist/Richter. To come out of CLOSED SESSION at 11:00 p.m. Motion carried 5-0-**
502 **0.**
503

504 **11. ADJOURN – Motion/Second: Richter/Bend. To adjourn the meeting at 11:00 p.m. Motion carried 5-0-**
505 **0.**
506

507 Respectfully submitted by:

508
509
510 _____
511 Kim Swanson Linner, Deputy Clerk

512
513 And for the CLOSED SESSION
514

515

516

517

Ronald J. Moorse

518

519

520

Approved by Council (on August 18, 2015) as (check one): Presented: _____ Amended: _____

521

522

523

Signed by Mayor Richard Bend _____ Date _____

PRT CONTRACT ICR REPORT

CJBWPR\$.txt

QIJS Page 1
8/01/15 5:00:03

Washington County Sheriff's Office
 CONTRACT ICR's
 Contract Report for AFTON
 For the Period 7/01/15 To 7/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
7/01/15	11:11:14	115020944		NEAL AV	RECEIPT# 150001821
7/01/15	11:14:18	115020946		NEAL AV	RECEIPT# 150001821
7/01/15	11:15:41	115020947		NEAL AV	RECEIPT# 150001821
7/01/15	19:13:45	115021026	0176	STAGECOACH TR	DOMESTIC **COMP WANTS TO
7/01/15	20:05:52	115021029	1253	ST CROIX RIVER	WATERCRAFT VIOLATION WARNING
7/02/15	8:08:34	115021081	0160	VALLEY CREEK TR	TRAFFIC - STOLEN VEHICLE
7/02/15	9:10:55	115021093	0160	50TH ST	MEDICAL LEVEL 1
7/02/15	10:07:33	115021103	0172	MANNING AV	TRAFFIC-FAIL TO TRANSFER TITLE
7/02/15	13:23:08	115021143	0172	MANNING AV	TRAFFIC-PASS ON RT
7/02/15	14:13:33	115021150	0087	MANNING AV	VEH OFF ROAD
7/02/15	14:41:08	115021157	0141	SAINT CROIX TR	K-9 DEMO - STRAWBERRY FEST
7/02/15	18:06:16	115021192	0089	PASTURE RIDGE R	ANIMAL CONCERN
7/02/15	20:27:08	115021203	0089	MAJESTIC PINES	BURNING COMPLAINT
7/03/15	12:10:32	115021258	0172	15TH ST	THEFT REPORT
7/03/15	16:34:26	115021295	0093	NEAL AV	NOISE COMPLAINT
7/03/15	16:42:18	115021297	0085	32ND ST	ASSAULT/DISTURBANCE **RSTK
7/03/15	16:42:44	115021298	0093	MANNING AV	DRIVING COMPLAINT *TRANSFERR
7/03/15	19:09:54	115021315	0094	I94	DRIVING COMPLAINT
7/04/15	2:48:38	115021373	0195	I94	DUI/DAR
7/04/15	7:24:23	115021381	0172	MANNING AV	TRAFFIC-SPEED
7/04/15	10:46:17	115021392	1253	ST CROIX RIVER	WATERCRAFT VIOLATION WARNING
7/04/15	10:47:38	115021393	0190	SWEDE HILL DR	NEIGHBORHOOD WATCH MEETING
7/04/15	10:56:36	115021394	0190	STAGECOACH TR	PARKING COMPLAINT
7/04/15	12:17:58	115021406	0190	SAINT CROIX TR	MEDICAL ALARM/LEVEL 1
7/04/15	12:33:55	115021408	1253	ST CROIX RIVER	WATERCRAFT VIOLATION TIMES 1
7/04/15	12:54:52	115021412	0068	SAINT CROIX TR	VEH LOCKOUT
7/04/15	12:56:32	115021413	0068	MAJESTIC PINES	POSSIBLE OFP VIOLATION/CIVIL I
7/04/15	14:09:01	115021414	0085	MANNING AV	SUSPICIOUS ACTIVITY *RSTKD -
7/04/15	17:40:00	115021438	0139	RIVER RD	MISSING DOG
7/04/15	19:26:43	115021448	0009	PATELEY BRIDGE	ALARM
7/04/15	20:34:33	115021454	0139	AFTON HILLS DR	ALARM
7/05/15	12:47:33	115021519	0115	MANNING AVE	SPEEDING, 73 IN A 55
7/05/15	12:56:55	115021521	0087	SAINT CROIX TR	THREATS REPORT
7/05/15	17:03:16	115021551	1260	ST CROIX RIVER	WATERCRAFT VIOLATION
7/06/15	8:41:32	115021613	0077	INDIAN TR	ROAD HAZARD
7/06/15	13:57:18	115021645	0187	MANNING AV	TRAFFIC/DAS
7/06/15	14:46:09	115021653	0085	3RD ST	PUBLIC ASSIST
7/06/15	19:52:15	115021678	0139	45TH ST	SUSPICIOUS PHONE CALLS **RE
7/07/15	14:06:46	115021769	0077	32ND ST	OFFICER QUESTIONS
7/07/15	15:02:11	115021785	0176	AFTON HILLS DR	BURG ALARM
7/07/15	16:28:18	115021796	0084	32ND ST	CIVIL PROCESS CASE **RESTACK 2
7/07/15	18:39:02	115021810	0087	MORGAN AV	THEFT REPORT MOTORCYCLE STOL
7/07/15	19:28:10	115021813	0120	AFTON	BICYCLE QUESTIONS
7/08/15	9:02:11	115021852	0172	32ND ST	
7/08/15	11:03:11	115021870	0160	MAJESTIC PINES	ASSIST **RESTACK CALL**
7/08/15	19:17:16	115021920	1260	ST CROIX RIVER	WATERCRAFT VIOLATION
7/08/15	20:18:15	115021924	0139	EAST OAKGREEN C	MEDICAL LEVEL 1
7/08/15	21:26:26	115021930	0139	42ND ST	FAMILY ASSIST
7/09/15	3:00:21	115021948	0080	AFTON BLVD	POSS BURGLARY IN PROGRESS
7/09/15	3:00:21	115501795	0100	AFTON BLVD	ASSIST OTHER AGENCY/POSS BURGL
7/09/15	17:21:12	115022045	0063	42ND ST	SUSP ACTIVITY
7/09/15	20:15:59	115022068	1255	ST CROIX RIVER	WATERCRAFT VIOLATION - WRITTEN

PRT CONTRACT ICR REPORT

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 Washington County Sheriff's Office
 CONTRACT ICR's
 Contract Report for AFTON
 For the Period 7/01/15 To 7/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
7/09/15	20:16:33	115022069	1255	ST CROIX RIVER	SOUTH RIVER BOAT #4501 IN SLIP
7/10/15	7:56:38	115022100	0068	TRADING POST TR	ANIMAL CONCERN
7/10/15	9:14:21	115022103	0068	60TH ST	EVENT QUESTIONS
7/10/15	9:53:05	115022109	0160	UPPER 34TH ST	INFORMATION
7/10/15	10:57:53	115022124	0172	I94	TRAFFIC-SEATBELT
7/10/15	19:02:59	115022226	0176	MAJESTIC PINES	TRAIL CAM DEPLOYMENT
7/10/15	22:36:44	115022246	1252	ST CROIX RIVER	WATERCRAFT VIOLATION
7/11/15	16:03:21	115022326	0176	SAINT CROIX TR	TRAFFIC
7/11/15	17:35:27	115022339	0078	I94	DRIVING COMPLAINT
7/11/15	22:24:56	115022376	1252	ST CROIX RIVER	WATERCRAFT VIOLATION
7/11/15	22:31:11	115022381	1252	ST CROIX RIVER	WATERCRAFT VIOLATION
7/12/15	0:07:55	115022393	0157	HUDSON RD	H&R 10-50/4TH DEGREE DWI ** SQ
7/12/15	3:11:51	115022400	0065	I94	DRIVING COMPLAINT
7/12/15	10:25:39	115022414	0130	SAINT CROIX TR	TRAFFIC SPEED
7/12/15	14:39:27	115022441	1253	ST CROIX RIVER	WATERCRAFT VIOLATION TIMES ONE
7/12/15	14:39:42	115022442	1253	SAINT CROIX RIV	WATERCRAFT VIOLATION WARNING
7/12/15	18:21:28	115022472	1201	ST CROIX TR	TRAFFIC: SPEED
7/12/15	18:38:55	115022474	0139	MANNING AV	TRAFFIC-CITATION
7/13/15	2:23:06	115022509	0179	32ND ST	TREE DOWN ON HOUSE
7/13/15	8:19:12	115022541	0130	40TH ST	TRAFFIC PASS IN NO PASSING ZON
7/13/15	13:00:25	115022577	0130	SAINT CROIX TR	TRAFFIC SPEED
7/13/15	15:21:32	115022599	0093	INDIAN TR	PHONE SCAM REPORT
7/13/15	17:36:56	115022626	0159	STAGECOACH TR	TREE ON POWERLINE
7/13/15	17:45:01	115022627	0159	AFTON HILLS DR	ALARM
7/13/15	18:16:00	115022630	0170	AFTON HILLS DR	MEDICAL LEVEL 1
7/13/15	18:52:20	115022632	0170	SAINT CROIX TR	TRAFFIC CITATION 82-15613 - DA
7/13/15	19:35:09	115022637	1252	ST CROIX RIVER	WATERCRAFT VIOLATION
7/13/15	19:37:00	115022639	1252	ST CROIX RIVER	WATERCRAFT VIOLATION
7/13/15	23:37:30	115022652	0125	I94	ASSIST OTHER AGENCY
7/14/15	10:54:15	115022701	0077	SAND HILL RD	THEFT REPORT
7/14/15	13:39:50	115022748	0130	AFTON HILLS DR	MEDICAL LEVEL 3
7/14/15	14:22:18	115022754	0130	SAINT CROIX TR	PROPERTY DAMAGE REPORT
7/14/15	14:33:54	115022755		STRAWBERRY HILL	RECEIPT# 150001925
7/14/15	15:32:12	115022775	0089	50TH ST	CHECK THE WELFARE
7/14/15	16:51:16	115022788	0068	STAGECOACH TR	FOUND PROPERTY *RESTACK DAVID
7/14/15	18:59:42	115022799	0091	STAGECOACH TR	FALLEN TREE
7/15/15	1:15:49	115022831	0157	I94	SPEED 80/70
7/15/15	18:19:30	115022936	0176	MANNING AV	PROPERTY DAMAGE ACCIDENT
7/15/15	21:10:28	115022948	0061	SAINT CROIX TR	WELFARE CONCERN
7/15/15	21:46:41	115022954	0176	SAINT CROIX TR	TRAFFIC
7/16/15	7:27:52	115022981	0172	MANNING AV	TRAFFIC-SPEED
7/16/15	13:51:06	115023044	0160	NEAL AV	TRAFFIC - SPEED
7/16/15	14:01:58	115023046	0067	MEADOW BLUFF TR	THEFT REPORT
7/16/15	18:05:06	115023084	0176	TRADING POST TR	PROPERTY DAMAGE REPORT CAUSED
7/17/15	9:37:21	115023132	0130	SAINT CROIX TR	TRAFFIC SPEED
7/17/15	19:38:15	115023258	0090	30TH ST	MEDICAL LEVEL 1 **3RD PAR
7/17/15	20:54:45	115023262	1204	30TH ST	MEDICAL LEVEL 1
7/18/15	0:42:18	115023282	1202	40TH ST	SPEED
7/18/15	11:39:26	115023361	0172	MANNING AV	TRAFFIC-SPEED/SM AMT OF MARIJU
7/18/15	17:51:58	115023409	0156	SAINT CROIX TR	ASSAULT JUST OCCURED
7/19/15	8:34:33	115023474	0160	44TH ST	MEDICAL LEVEL 1
7/19/15	16:27:09	115023517	0176	MANNING AV	DK DRIVER

PRT CONTRACT ICR REPORT

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 Contract Report for AFTON
 For the Period 7/01/15 To 7/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
7/19/15	18:14:46	115023533	1253	ST CROIX RIVER	WATERCRAFT VIOLATION TIMES 1
7/19/15	18:53:01	115023542	0096	MAJESTIC PINES	PROPERTY RETRIEVAL **R
7/19/15	19:06:59	115023545	0090	I94	DRIVING COMPLAINT
7/19/15	19:23:00	115023546	0078	I94	WELFARE CONCERN
7/19/15	20:25:28	115023550	0096	32ND ST	PROPERTY DAMAGE
7/19/15	21:40:50	115023556	0096	TRADING POST TR	SUSP VEH
7/20/15	15:38:51	115023656	1201	22ND ST	ALARM
7/20/15	18:23:07	115023681	1201	NEAL AV	DIRECTED PATROL: SPEED
7/20/15	20:44:59	115023687	1201	SAINT CROIX TR	THEFT REPORT
7/20/15	21:12:58	115023690	1256	SAINT CROIX RIV	WATER CRAFT VIOLATION
7/21/15	14:13:55	115023773	0130	35TH ST	MISSING FEMALE
7/21/15	18:13:36	115023817	0089	TRADING POST TR	SUSPICIOUS ACTIVITY
7/21/15	18:18:26	115023819	1201	STAGECOACH TR	TRAFFIC: SPEED
7/21/15	20:37:41	115023839	0094	SAINT CROIX TR	DRIVING COMPLAINT
7/22/15	15:50:55	115023927	0170	MANNING AV	W/W #101494 SPEED
7/22/15	17:33:51	115023942	1201	HUDSON RD	TRAFFIC: SPEED
7/22/15	18:01:41	115023945	1201	HUDSON RD	TRAFFIC: SPEED
7/22/15	19:46:57	115023957	1201	AFTON HILLS DR	FIRE ALARM **RSTK INFORMATIO
7/23/15	16:09:04	115024061	0170	MANNING AV	W/W 101495 SPEED
7/23/15	18:08:45	115024076	1260	ST CROIX RIVER	WATERCRAFT VIOLATION
7/23/15	22:20:07	115024102	0088	HUDSON RD	ALARM
7/24/15	0:15:03	115024112	1202	HUDSON RD	OPEN GATE
7/24/15	6:45:35	115024119	0160	EAST OAKGREEN C	LIGHTNING STRIKE
7/24/15	7:29:42	115024123	0160	NEAL AV	TRAFFIC - SPEED
7/24/15	10:23:18	115024138	0085	NEAL AV	BURG ALARM
7/24/15	13:47:57	115024180	0160	3RD ST	SOLICITOR COMPLAINT
7/24/15	13:55:28	115024185	0087	MAJESTIC PINES	PROPERTY RETRIEVAL
7/24/15	18:10:24	115024220	0061	MANNING AV	ROLLOVER
7/24/15	18:50:33	115024222	0087	35TH ST	PUBLIC ASSIST
7/25/15	17:30:37	115024310	1260	SAINT CROIX RIV	WATERCRAFT VIOLATION
7/25/15	18:25:32	115024313	0096	VALLEY CREEK TR	TREE ON POWER LINES
7/25/15	23:14:44	115024331	0065	MANNING AV	911 OPEN LINE
7/26/15	0:43:07	115024335	1202	MANNING AV	DAS
7/27/15	4:05:03	115024471	0118	MANNING AV	DEER NEEDS TO BE DISPATCHED
7/27/15	7:24:01	115024483	0160	STAGECOACH TR	ABANDONED VEH **SEE TIM WI
7/27/15	15:53:05	115024572	0160	44TH ST	PUBLIC ASSIST
7/27/15	16:19:10	115024581		ST CROIX TR	RECEIPT# 150002070
7/27/15	18:37:56	115024599	0098	35TH ST	SUSPICIOUS ACTIVITY
7/27/15	19:27:16	115024602	0098	I94	INJURED GOOSE
7/28/15	5:34:38	115024619	0065	3RD ST	VEHICLE BREAK IN REPORT
7/28/15	7:05:12	115024622	0075	MANNING AV	POSSIBLE DRUNK DRIVER
7/28/15	8:26:34	115024630	0760	HUDSON RD	*INFORMATIONAL*
7/28/15	8:52:11	115024634	0085	3RD ST	SUSPICIOUS ACTIVITY *RESTACK**
7/28/15	13:12:05	115024682	0068	MANNING AV	WELFARE CONCERN
7/28/15	14:07:51	115024688	0130	I94	ROAD HAZARD
7/28/15	16:33:12	115024710	0089	STAGECOACH TR	ASSAULT JUST OCCURRED
7/28/15	20:51:59	115024737	0089	50TH ST	ALARM
7/29/15	3:35:21	115024756	0179	MANNING AV	TRAFFIC-5TH DGR DRUGS/CARRYING
7/29/15	8:25:33	115024771	0130	35TH ST	RESIDENCE CHECK
7/29/15	10:39:19	115024790	0076	CROIXVIEW DR	THREATENING COMMUNICATIONS
7/29/15	10:43:21	115024792	0087	OAKGREEN AV	TREE DOWN
7/29/15	20:55:57	115024884	0139	2ND ST	RESIDENCE CHECK

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Date	Time	ICR #	ID#	Street Name	Complaint
7/29/15	21:45:34	115024891	0139	30TH ST	WELFARE CHECK **RSTK START
7/30/15	9:47:41	115024945	0068	32ND ST	NEIGHBOR COMPLAINT
7/30/15	10:33:14	115024955	0129	SAINT CROIX TR	ANIMAL AT LARGE
7/30/15	10:48:07	115024954	0100	2ND ST	OFFICERS INFO
7/30/15	21:34:50	115025042	0139	MANNING AV	TRAFFIC-CITATION
7/31/15	10:29:20	115025086	0160	SAINT CROIX TR	DRIVING COMPLAINT
7/31/15	10:42:52	115025088	0085	15TH ST	PARKING COMPLAINT
7/31/15	11:40:07	115025098	0160	AFTON BLVD	MEDICAL LEVEL 1
7/31/15	17:12:47	115025176	0176	STAGECOACH TR	EXTRA PATROL REQUEST
7/31/15	22:19:27	115025207	0176	I94	VEHICLE ON SHOULDER

Total ICRs Processed: 166

** END OF REPORT **

Washington County Sheriff's Office
CITATIONS BY CITY REPORT

City Selected: AFTON

From Date: 7/01/2015 To: 7/31/2015

AFTON

Offense Date	Offense Time	Location	Citation #
7/03/2015 Statute 609	1642 224 1.2	15871 32ND ST S 5TH DEGREE ASSAULT	CT8216328
7/04/2015 Statute	0722	MANNING/22ND ST SPEED 60MPH/55MPH ZONE	CT8223257
7/05/2015 Statute 169	1242 14 2A3	MANNING AV S/30TH ST S SPEED 73/55	CT8202611
7/06/2015 Statute 171	2016 24	MANNING AV DAS	CT8225200
7/12/2015 Statute 169	1025 14 2	3900 BLK OF ST CROIX TR S SPEED 39/30	CT8214542
7/12/2015 Statute 169A	0016 20 1.1	HUDSON RD/INDIAN TR S 4TH DEGREE DUI	CT8214677
7/12/2015 Statute	1833	MANNING AV S/8TH ST S SPEED 70MPH/55MPH ZONE	CT8217990
7/12/2015 Statute 169A	0016 20 1.1	HUDSON RD/INDIAN TRL S 4TH DEGREE DUI	8214677
7/13/2015 Statute 169	0813 18 B3	40TH ST S/13900 BLK PASS IN NO PASS ZONE	CT8214543
7/13/2015 Statute 169	0813 18 B3	40TH ST S/13500 BLK PASS IN NO PASS ZONE	CT8214544
7/13/2015 Statute 169	1255 14 2	3900 BLK ST CROIX TR S SPEED 39/30	CT8214545
7/13/2015 Statute 171	1852 24	ST CROIX @ 50TH ST N DAS	CT8215613
7/15/2015 Statute	0109	I94/12500 BLK SPEED 80MPH/70MPH ZONE	CT8214680
7/16/2015 Statute 169	1346 14 2	NEAL AV S/VALLEY CREEK TR SPEED 70/55	CT8216332
7/17/2015 Statute	0932	3900 BLK ST CROIX TR SPEED 39MPH/30MPH ZONE	CT8222368

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CITATIONS BY CITY REPORT

City Selected: AFTON

From Date: 7/01/2015 To: 7/31/2015

Offense Date	Offense Time	Location	Citation #
7/18/2015 Statute	0042	40TH ST S/NAL AV S SPEED 64MPH/55MPH ZONE	CT8214967
7/18/2015 Statute 152	1135 092	MANNING AND 8TH ST DRUG PARA	CT8223260
7/18/2015 Statute 152	1138 02	MANNING & 8TH SMALL AMT OF MJ	CT8223261

Total for City: AFTON

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** END OF REPORT **

City of Afton
Claims to be Approved
July 22, 2015 thru August 18, 2015

<u>Checks Numbered</u>			
<u>From</u>	<u>To</u>	<u>Description</u>	<u>To Be Approved</u>
19648		Check(s) from Administrator stock: Newsletter Postage	\$189.21
19649	19650	Check(s) from Administrator stock: LMCIT Annual Insurance Premiums	\$17,886.00
20362	20371	Downtown Imp Project: Pymts re. Easements and Damages (Ck#20364 is Void)	\$119,200.00
20372	20383	Routine Vendor Bills	\$3,308.73
20384	20390	7/31/15 Staff Payroll	\$6,234.78
20391	20400	Blank Checks added to Administrator stock kept at City Hall	\$0.00
20401	20405	Significant Vendor & Other Bills	\$93,524.43
20406	20424	More Routine Vendor Bills + August Council Payroll	\$2,472.38
20425	20426	Downtown Imp Project: Pymts re. Easements and Damages (two checks replacing #20364 Voided)	\$129,900.00
20427	20435	Nine Applicant Escrow Refunds (Routine - Projects complete)	\$7,657.00
20436	20439	More Significant Vendor & Other Bills	\$15,618.95
20440	20448	More Routine Vendor Bills	\$1,642.56
20449	20454	8/15/15 Staff Payroll	\$6,032.32
EFT Payments		PERA, MN Withholding, Federal Withholding/Payroll Taxes, Building Surcharges	\$6,769.91
Claims to be approved at 8/18/15 meeting			\$410,436.27



Submitted by Thomas H. Niedzwiecki, Accountants
 File: Afton 2015 Claim Summary.xlsm Worksheet: Jul15 8/12/2015

08/12/15

City of Afton
Claims to be Approved
 July 22 through August 18, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -C...	07/31/2015	19648	Postmaster		100 · 4M Fund/US Bank - General F...	(189.21)
Bill	07/30/2015	July2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5560 Newsletter	Aug 2015 Newsletter	5560 · Newsletter Expenses	189.21
TOTAL						189.21
Bill Pmt -C...	07/31/2015	19649	LMCIT (CMC Ins)	CMC Municipality Insurance	100 · 4M Fund/US Bank - General F...	(16,511.00)
Bill	07/31/2015	50093	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5525 Ins - Gen'l Liability	CMC Municipality 37848 5/15/15 to 5/15/16	5525 · Ins - General Liability	16,511.00
TOTAL						16,511.00
Bill Pmt -C...	07/31/2015	19650	LMCIT (MEL Ins)	MEL Municipality Insurance	100 · 4M Fund/US Bank - General F...	(1,375.00)
Bill	07/31/2015	49869	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5525 Ins - Gen'l Liability	MEL 8504 5/15/15 to 5/15/16	5525 · Ins - General Liability	1,375.00
TOTAL						1,375.00
Bill Pmt -C...	07/27/2015	20362	Afton Marina Yacht Club		100 · 4M Fund/US Bank - General F...	(10,600.00)
Bill	07/27/2015	2302820220...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Downtown Improvement Project, easements and damages	8892 · Dwtwn Imp - Easemnts & Da...	10,600.00
TOTAL						10,600.00
Bill Pmt -C...	07/27/2015	20363	Balsimo, Richard	2202820410009 and 2202820410050	100 · 4M Fund/US Bank - General F...	(14,650.00)
Bill	07/27/2015	2202820410...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Downtown Improvement Project, easements and damages	8892 · Dwtwn Imp - Easemnts & Da...	14,650.00
TOTAL						14,650.00
Bill Pmt -C...	07/27/2015	20364	Gehrke, James	VOID: 2202820410010 and 220282041001	100 · 4M Fund/US Bank - General F...	0.00
TOTAL						0.00
Bill Pmt -C...	07/27/2015	20365	Knutson, Kenneth and Anne Knutson		100 · 4M Fund/US Bank - General F...	(14,300.00)
Bill	07/27/2015	1402820330...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Downtown Improvement Project, easements and damages	8892 · Dwtwn Imp - Easemnts & Da...	14,300.00
TOTAL						14,300.00
Bill Pmt -C...	07/27/2015	20366	Mary Jackqulyn Dickinson Revocable Trust	2202820410009 and 2202820410050	100 · 4M Fund/US Bank - General F...	(13,100.00)
Bill	07/27/2015	2202820410...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Downtown Improvement Project, easements and damages	8892 · Dwtwn Imp - Easemnts & Da...	13,100.00
TOTAL						13,100.00
Bill Pmt -C...	07/27/2015	20367	Nickerson, Paul and Rebecca		100 · 4M Fund/US Bank - General F...	(23,400.00)

08/12/15

City of Afton
Claims to be Approved
 July 22 through August 18, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
Bill	07/27/2015	2202820140...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Downtown Improvement Project, easements and damages	8892 · Dwtwn Imp - Easemnts & Da...	23,400.00
TOTAL						23,400.00
Bill Pmt -C...	07/27/2015	20368	Pung, Richard	2202820410023 and 2202820410024	100 · 4M Fund/US Bank - General F...	(5,900.00)
Bill	07/27/2015	2202820410...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Downtown Improvement Project, easements and damages	8892 · Dwtwn Imp - Easemnts & Da...	5,900.00
TOTAL						5,900.00
Bill Pmt -C...	07/27/2015	20369	Snelling, Matthew and Christen		100 · 4M Fund/US Bank - General F...	(10,700.00)
Bill	07/27/2015	2202820140...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Downtown Improvement Project, easements and damages	8892 · Dwtwn Imp - Easemnts & Da...	10,700.00
TOTAL						10,700.00
Bill Pmt -C...	07/27/2015	20370	Thompson, John and Diann		100 · 4M Fund/US Bank - General F...	(7,200.00)
Bill	07/27/2015	2202820410...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Downtown Improvement Project, easements and damages	8892 · Dwtwn Imp - Easemnts & Da...	7,200.00
TOTAL						7,200.00
Bill Pmt -C...	07/27/2015	20371	Weed, George and Katherine		100 · 4M Fund/US Bank - General F...	(19,350.00)
Bill	07/27/2015	2202820410...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Downtown Improvement Project, easements and damages	8892 · Dwtwn Imp - Easemnts & Da...	19,350.00
TOTAL						19,350.00
Bill Pmt -C...	07/30/2015	20372	Bayport Printing House, Inc.	Acct# CIAF01	100 · 4M Fund/US Bank - General F...	(264.00)
Bill	07/29/2015	4506-P	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5555 Publishing & Printing	Building inspection form, 500; building permit, 300	5555 · Publishing & Printing	264.00
TOTAL						264.00
Bill Pmt -C...	07/30/2015	20373	Centerpoint Energy (8000015314-0)	Acct No. 8000015314-0	100 · 4M Fund/US Bank - General F...	(162.96)
Bill	07/29/2015	July2015	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6010 Gas Heat 100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5855 Ga... 100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6010 Gas Heat 100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5855 Ga...	6010 5280051 3175 St. Croix Trl S Meter #M19810528546 5855 5297140 3033 St. Croix Trl S Meter #M19981171295 6010 5279993 3033 St. Croix Trl S Meter #M19981172549 5855 5297143 3033 St. Croix Trl S Meter #M19981171296	6010 · Gas Heat 5855 · Gas Lamps - Operating Costs 6010 · Gas Heat 5855 · Gas Lamps - Operating Costs	19.00 19.56 59.43 64.97
TOTAL						162.96
Bill Pmt -C...	07/30/2015	20374	City of Maplewood		100 · 4M Fund/US Bank - General F...	(1,030.82)
Bill	07/29/2015	008115	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5860 Sig...	Fabrication of street sign for the City	5860 · Signs & Signals	1,030.82
TOTAL						1,030.82
Bill Pmt -C...	07/30/2015	20375	Menards - Hudson		100 · 4M Fund/US Bank - General F...	(35.46)

City of Afton
Claims to be Approved
July 22 through August 18, 2015

08/12/15

Type	Date	Num	Name	Memo	Account	Original Amount
Bill	07/29/2015	92305	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6140 Misc Expense	14 oz odor elim, park	6140 · Misc Exp - Parks	5.98
Bill	07/29/2015	92895	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	2 x 4 rtd shtg panel for broken window, City bldg	6040 · City Property Maintenance	3.97
Bill	07/29/2015	92502	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	Supplies	6040 · City Property Maintenance	15.73
Bill	07/29/2015	92502	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	Supplies	6045 · City Garage Expense	9.78
TOTAL						35.46
Bill Pmt -C...	07/30/2015	20376	Meyer Sewer Service, Inc		100 · 4M Fund/US Bank - General F...	(600.00)
Bill	07/29/2015	59570	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6135 Park Maintenance	service portable at city park	6135 · Park Maintenance	50.00
Bill	07/29/2015	60154 173 L...	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 system maintenance	5915 · 201 Project Maintenance	550.00
TOTAL						600.00
Bill Pmt -C...	07/30/2015	20377	Minuteman Press	Salesperson: Pete Keskey	100 · 4M Fund/US Bank - General F...	(63.50)
Bill	07/29/2015	2828540	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5535 Misc Expense	250 business cards for Ron Moose	5535 · Miscellaneous Expense	63.50
TOTAL						63.50
Bill Pmt -C...	07/30/2015	20378	Pitney Bowes (8000-9090-0626-5198)	8000-9000-0232-7223 cust ID 15296006883	100 · 4M Fund/US Bank - General F...	(200.00)
Bill	07/29/2015	July2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5550 Postage	Postage by phone number 30976419. Postage meter P700, Serial ...	5550 · Postage	200.00
TOTAL						200.00
Bill Pmt -C...	07/30/2015	20379	Ross, Stan	reimburse expenses	100 · 4M Fund/US Bank - General F...	(588.56)
Bill	07/29/2015	July2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5585 Seminars & Educat...	Duluth, League of MN training; mileage and Comfort Inn	5585 · Seminars & Education	588.56
TOTAL						588.56
Bill Pmt -C...	07/30/2015	20380	Rumpca Excavating Inc		100 · 4M Fund/US Bank - General F...	(220.32)
Bill	07/29/2015	11256	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Br...	lime rock	5845 · Brush/Tree/Sod/Seed	220.32
TOTAL						220.32
Bill Pmt -C...	07/30/2015	20381	Security Response Services Inc	account number 120857	100 · 4M Fund/US Bank - General F...	(86.85)
Bill	07/29/2015	1080505	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Sof...	Base Alarm Monitoring-857270 8/20/2015 - 11/19/2015	5510 · Computer Service/Software	86.85
TOTAL						86.85
Bill Pmt -C...	07/30/2015	20382	Xcel Energy (51-5371356-9)	15891 34th St. S: Automatic Protective Lighting Service	100 · 4M Fund/US Bank - General F...	(14.99)
Bill	07/29/2015	46340493	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	15891 34th St. S: Automatic Protective Lighting Service	6020 · Electricity	14.99
TOTAL						14.99

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Bill Pmt -C...	07/30/2015	20383	Xcel Energy (51-6852605-2)	Acct #51-6852605-2 Install No. 184509 & 184508	100 - 4M Fund/US Bank - General F...	(41.27)
Bill	07/29/2015	463645050	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	Automatic Protective Light Service Install No. 184509 & 184508	6020 - Electricity	41.27
TOTAL						41.27
Paycheck	07/30/2015	20384	Johnson, Kenneth L		100 - 4M Fund/US Bank - General F...	(453.40)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 - Maintenance Person	620.16
					2302 - PERA Payable - Staff	(40.31)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5053 - PERA Contribution - Employer	46.51
					2302 - PERA Payable - Staff	(46.51)
					2210 - Federal Withholding	(53.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 - Social Security Tax - Employer	38.45
					2205 - Soc Sec Payable - Employer	(38.45)
					2204 - Social Security W/H - Employee	(38.45)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 - Medicare Tax - Employer	9.00
					2213 - Medicare Payable - Employer	(9.00)
					2212 - Medicare W/H - Employee	(9.00)
					2208 - MN State Withholding	(26.00)
TOTAL						453.40
Paycheck	07/30/2015	20385	Neitzel, Donald R		100 - 4M Fund/US Bank - General F...	(145.69)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 - Maintenance Person	157.76
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 - Social Security Tax - Employer	9.78
					2205 - Soc Sec Payable - Employer	(9.78)
					2204 - Social Security W/H - Employee	(9.78)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 - Medicare Tax - Employer	2.29
					2213 - Medicare Payable - Employer	(2.29)
					2212 - Medicare W/H - Employee	(2.29)
TOTAL						145.69
Paycheck	07/30/2015	20386	O'Leary, Todd W		100 - 4M Fund/US Bank - General F...	(256.50)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 - Maintenance Person	277.75
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 - Social Security Tax - Employer	17.22
					2205 - Soc Sec Payable - Employer	(17.22)
					2204 - Social Security W/H - Employee	(17.22)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 - Medicare Tax - Employer	4.03
					2213 - Medicare Payable - Employer	(4.03)
					2212 - Medicare W/H - Employee	(4.03)
TOTAL						256.50
Paycheck	07/30/2015	20387	Joyce, Patrick C		100 - 4M Fund/US Bank - General F...	(581.23)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5007 - Intern/Office Assistant Wages	736.44
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2302 - PERA Payable - Staff	(47.87)
					5053 - PERA Contribution - Employer	55.23

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			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2302 · PERA Payable - Staff	(55.23)
					2210 · Federal Withholding	(33.00)
					5051 · Social Security Tax - Employer	45.66
					2205 · Soc Sec Payable - Employer	(45.66)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2204 · Social Security W/H - Employee	(45.66)
					5052 · Medicare Tax - Employer	10.68
					2213 · Medicare Payable - Employer	(10.68)
					2212 · Medicare W/H - Employee	(10.68)
					2208 · MN State Withholding	(18.00)
TOTAL						581.23
Paycheck	07/30/2015	20388	Swanson Linner, Kimberly J		100 · 4M Fund/US Bank - General F...	(1,376.10)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5008 · Office Manager Wages	1,791.62
					2302 · PERA Payable - Staff	(116.46)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5053 · PERA Contribution - Employer	134.37
					2302 · PERA Payable - Staff	(134.37)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5018 · Insurance Benefits	26.90
					2325 · Madison Life ST & LT Disability	(26.90)
					2210 · Federal Withholding	(109.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5051 · Social Security Tax - Employer	111.08
					2205 · Soc Sec Payable - Employer	(111.08)
					2204 · Social Security W/H - Employee	(111.08)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5052 · Medicare Tax - Employer	25.98
					2213 · Medicare Payable - Employer	(25.98)
					2212 · Medicare W/H - Employee	(25.98)
					2208 · MN State Withholding	(53.00)
TOTAL						1,376.10
Paycheck	07/29/2015	20389	Moorse, Ronald J		100 · 4M Fund/US Bank - General F...	(3,267.08)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5004 · Administrator Salary	3,672.92
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5053 · PERA Contribution - Employer	275.47
					2302 · PERA Payable - Staff	(275.47)
					2302 · PERA Payable - Staff	(238.74)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5037 · Flexible Benefits	1,100.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5018 · Insurance Benefits	26.90
					2325 · Madison Life ST & LT Disability	(26.90)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		2325 · Madison Life ST & LT Disability	(100.98)
					2210 · Federal Withholding	(568.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5051 · Social Security Tax - Employer	295.92
					2205 · Soc Sec Payable - Employer	(295.92)
					2204 · Social Security W/H - Employee	(295.92)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5052 · Medicare Tax - Employer	69.20
					2213 · Medicare Payable - Employer	(69.20)
					2212 · Medicare W/H - Employee	(69.20)
					2208 · MN State Withholding	(233.00)
TOTAL						3,267.08
Liability C...	07/31/2015	20390	Madison National Life	103815000000000	100 · 4M Fund/US Bank - General F...	(154.78)

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				10381500000000	2325 · Madison Life ST & LT Disability	100.98
				10381500000000	2325 · Madison Life ST & LT Disability	53.80
TOTAL						154.78
Bill Pmt -C...	08/18/2015	20401	Holstad & Knaak, PLC	Legal Services	100 · 4M Fund/US Bank - General F...	(5,432.50)
Bill	07/31/2015	July2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5321 General - Legal F...	Civil / General	5321 · Legal Fees - General	1,374.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5320 Prosecution - Leg...	Criminal	5320 · Legal Fees - Prosecution	2,626.00
			800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Condemnation litigation: Downtown Imp Projects	8891 · DNR Flood Imp - Property Exp	1,432.50
TOTAL						5,432.50
Bill Pmt -C...	08/18/2015	20402	MN Dept. Natural Resources	RE: License #UWAT010421	100 · 4M Fund/US Bank - General F...	(586.00)
Bill	07/31/2015	DNR Licens...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	License for 50 year period commencing on Aug 1, 2015	8894 · Septic Permits, Fees, Admin	586.00
TOTAL						586.00
Bill Pmt -C...	08/18/2015	20403	Stensland Inspection Services	Building Inspection Services	100 · 4M Fund/US Bank - General F...	(3,049.00)
Bill	07/31/2015	July2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5350 Bldg Insp Fees - S...	Building Permits, B-74-15 - B-88-15	5350 · Building Insp Fees - Stensland	3,049.00
TOTAL						3,049.00
Bill Pmt -C...	08/18/2015	20404	Wash Cty (Sheriff)	Acct No. 20490	100 · 4M Fund/US Bank - General F...	(83,317.93)
Bill	07/31/2015	81621	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:563...	Jan - Jun 2015 Police Contract	5635 · Police Services	83,317.93
TOTAL						83,317.93
Bill Pmt -C...	08/18/2015	20405	Niedzwiecki, Thomas H.	Accounting Services	100 · 4M Fund/US Bank - General F...	(1,139.00)
Bill	07/31/2015	AcctJul2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5304 Accounting Fees	Monthly charge for Accounting Services per Contract	5304 · Accounting Fees	1,075.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Monthly charge for QB Pro software including Payroll Service & ...	5540 · Office Supplies	26.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Mailing envelopes, copies of invoices, misc postage	5540 · Office Supplies	38.00
TOTAL						1,139.00
Bill Pmt -C...	08/18/2015	20406	Centerpoint Energy (6217601-1)	Meter # M19702480474 Account No. 6217601-1	100 · 4M Fund/US Bank - General F...	(29.31)
Bill	07/31/2015	Jul2015	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	1675 Stagecoach Trl S: City Garage	6045 · City Garage Expense	29.31
TOTAL						29.31
Bill Pmt -C...	08/18/2015	20407	Croix Crystal Water Treatment	cooler lease and water	100 · 4M Fund/US Bank - General F...	(27.00)
Bill	07/31/2015	46309	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6030 Misc Expense	rent on hot & cold cooler, bottled water	6030 · Misc Exp - Bldg & Land	27.00

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Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						27.00
Bill Pmt -C...	08/18/2015	20408	Gopher State One Call		100 · 4M Fund/US Bank - General F...	(42.05)
Bill	07/31/2015	138696	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5870 Ot...	Cafton01 FTP Tickets	5870 · Other Road Maintenance	42.05
TOTAL						42.05
Bill Pmt -C...	08/18/2015	20409	Highland Sanitation	Acct No. 7208	100 · 4M Fund/US Bank - General F...	(514.00)
Bill	07/31/2015	197052	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.2 Public Health:572...	Trash on-call + extra hauling 6/25/15	5720 · Refuse Hauling - City Hall	514.00
TOTAL						514.00
Bill Pmt -C...	08/18/2015	20410	Kathi Pelnar	Humane Animal Control Service	100 · 4M Fund/US Bank - General F...	(126.82)
Bill	07/31/2015	July2015	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:560...	animal control	5605 · Animal Control	126.82
TOTAL						126.82
Bill Pmt -C...	08/18/2015	20411	Nelson, Mark	Video: \$20 1st Hr, then \$12/hr (per meeting)	100 · 4M Fund/US Bank - General F...	(362.00)
Bill	07/31/2015	Jul2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5120 Contract - Video ...	Camcording Council, & other meetings: Jan 20 - Jun 18, 2015	5120 · Contract - Video Meetings	362.00
TOTAL						362.00
Bill Pmt -C...	08/18/2015	20412	Private Underground		100 · 4M Fund/US Bank - General F...	(15.00)
Bill	07/31/2015	151760182	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5870 Ot...	upper 34th St S, 7/6/15	5870 · Other Road Maintenance	15.00
TOTAL						15.00
Bill Pmt -C...	08/18/2015	20413	Rumpca Excavating Inc		100 · 4M Fund/US Bank - General F...	(53.33)
Bill	07/31/2015	11297	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Br...	washout on 30th St hill	5845 · Brush/Tree/Sod/Seed	53.33
TOTAL						53.33
Bill Pmt -C...	08/18/2015	20414	Xcel Energy (51-0895345-1)	Acct: 51-0895345-1 Meter# 000071246886	100 · 4M Fund/US Bank - General F...	(20.74)
Bill	07/31/2015	466026032	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Eastwood - Septic Property 2318 St Croix Trl S Meter# 0000712...	8891 · DNR Flood Imp - Property Exp	20.74
TOTAL						20.74
Bill Pmt -C...	08/18/2015	20415	Xcel Energy (51-4272629-8)	3175 St. Croix Trail S Meter #0098360010	100 · 4M Fund/US Bank - General F...	(14.20)
Bill	07/31/2015	466234756	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3175 St. Croix Trail S Meter #0098360010	6020 · Electricity	14.20
TOTAL						14.20

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Bill Pmt -C...	08/18/2015	20416	Xcel Energy (51-5641441-6)	Acct #51-5641441-6 Meter #0096704046	100 · 4M Fund/US Bank - General F...	(13.36)
Bill	07/31/2015	466244203	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3415 St. Croix Trail S Meter #0096704046	6020 · Electricity	13.36
TOTAL						13.36
Bill Pmt -C...	08/18/2015	20417	Xcel Energy (51-5700429-6)	Acct #51-5700429-6 Meter #0077765464	100 · 4M Fund/US Bank - General F...	(165.14)
Bill	07/31/2015	466245082	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Str...	3033 St. Croix Trail S Meter #0077765464	5850 · Street Lighting	165.14
TOTAL						165.14
Bill Pmt -C...	08/18/2015	20418	Xcel Energy (51-6257802-9)	3420 St. Croix Trl S Meter #0096987678	100 · 4M Fund/US Bank - General F...	(39.30)
Bill	07/31/2015	466254459	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	Town Square Park 3420 St. Croix Trl S Meter #0096987678	6020 · Electricity	39.30
TOTAL						39.30
Bill Pmt -C...	08/18/2015	20419	Xcel Energy (51-7576371-4)	Acct#51-7576371-4 Meter #19818068	100 · 4M Fund/US Bank - General F...	(21.08)
Bill	07/31/2015	466107777	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	City Garage 1675 Stagecoach Trl S: Acct#51-7576371-4 Meter #...	6045 · City Garage Expense	21.08
TOTAL						21.08
Paycheck	08/18/2015	20420	Bend, Richard H		100 · 4M Fund/US Bank - General F...	(280.65)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	300.00
					2303 · PERA Payable - Council	(15.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	15.00
					2303 · PERA Payable - Council	(15.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer	4.35
					2213 · Medicare Payable - Employer	(4.35)
					2212 · Medicare W/H - Employee	(4.35)
TOTAL						280.65
Paycheck	08/18/2015	20421	Nelson, Randall P		100 · 4M Fund/US Bank - General F...	(187.10)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	200.00
					2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	10.00
					2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer	2.90
					2213 · Medicare Payable - Employer	(2.90)
					2212 · Medicare W/H - Employee	(2.90)
TOTAL						187.10
Paycheck	08/18/2015	20422	Palmquist, William B		100 · 4M Fund/US Bank - General F...	(187.10)

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			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	200.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	10.00
					2303 · PERA Payable - Council	(10.00)
					5052 · Medicare Tax - Employer	2.90
					2213 · Medicare Payable - Employer	(2.90)
					2212 · Medicare W/H - Employee	(2.90)
TOTAL						187.10
Paycheck	08/18/2015	20423	Richter, Joseph J		100 · 4M Fund/US Bank - General F...	(187.10)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	200.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	10.00
					2303 · PERA Payable - Council	(10.00)
					5052 · Medicare Tax - Employer	2.90
					2213 · Medicare Payable - Employer	(2.90)
					2212 · Medicare W/H - Employee	(2.90)
TOTAL						187.10
Paycheck	08/18/2015	20424	Ross, Stanley A		100 · 4M Fund/US Bank - General F...	(187.10)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	200.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	10.00
					2303 · PERA Payable - Council	(10.00)
					5052 · Medicare Tax - Employer	2.90
					2213 · Medicare Payable - Employer	(2.90)
					2212 · Medicare W/H - Employee	(2.90)
TOTAL						187.10
Bill Pmt -C...	08/10/2015	20425	Gehrke, James	2202820410010 and 220282041001	100 · 4M Fund/US Bank - General F...	(64,950.00)
Bill	07/31/2015	2202820410...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Downtown Improvement Project, easements and damages	8892 · Dwntrwn Imp - Easemnts & Da...	64,950.00
TOTAL						64,950.00
Bill Pmt -C...	08/10/2015	20426	Gehrke, Judith	2202820410010 and 220282041001	100 · 4M Fund/US Bank - General F...	(64,950.00)
Bill	07/31/2015	2202820410...	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Downtown Improvement Project, easements and damages	8892 · Dwntrwn Imp - Easemnts & Da...	64,950.00
TOTAL						64,950.00
Check	07/31/2015	20427	Mortensen, Dave Z14-28,29 14227 50 St S	Refund Grading Escrow Z14-28 Dave Mortenson	100 · 4M Fund/US Bank - General F...	(1,000.00)
			Mortensen, Dave Z14-28,29 14227 50 St S	Refund Grading Escrow Z14-28 Dave Mortenson	2001 · Permit Escrow & Fees	1,000.00
TOTAL						1,000.00

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City of Afton
Claims to be Approved
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Type	Date	Num	Name	Memo	Account	Original Amount
Check	07/31/2015	20428	Mortensen, Dave Z14-28,29 14227 50 St S	Refund Fence Escrow Z14-29 Dave Mortenson	100 · 4M Fund/US Bank - General F...	(1,000.00)
			Mortensen, Dave Z14-28,29 14227 50 St S	Refund Fence Escrow Z14-29 Dave Mortenson	2001 · Permit Escrow & Fees	1,000.00
TOTAL						1,000.00
Check	07/31/2015	20429	Edlund, Kyle 14740 Vly Crd Tr Z14-34	Refund Driveway Escrow Z14-34	100 · 4M Fund/US Bank - General F...	(1,500.00)
			Edlund, Kyle 14740 Vly Crd Tr Z14-34	Refund Driveway Escrow Z14-34	2001 · Permit Escrow & Fees	1,500.00
TOTAL						1,500.00
Check	07/31/2015	20430	Saunders, David & Renee 2661 Meadow Pt Pa	Refund Driveway Escrow Z14-37 Saunders	100 · 4M Fund/US Bank - General F...	(1,500.00)
			Saunders, David & Renee 2661 Meadow Pt Pa	Refund Driveway Escrow Z14-37 Saunders	2001 · Permit Escrow & Fees	1,500.00
TOTAL						1,500.00
Check	07/31/2015	20431	South Wash Watershed District	Refund Grading Escrow Z14-38 Schoonover	100 · 4M Fund/US Bank - General F...	(250.00)
			South Wash Watershed District	Refund Grading Escrow Z14-38 Schoonover	2001 · Permit Escrow & Fees	250.00
TOTAL						250.00
Check	07/31/2015	20432	River Valley Riders	Refund Amended CUP Escrow 15-2	100 · 4M Fund/US Bank - General F...	(350.00)
			River Valley Riders	Refund Amended CUP Escrow 15-2	2001 · Permit Escrow & Fees	350.00
TOTAL						350.00
Check	07/31/2015	20433	Kroschel, Jon & Liz Z15-31 15106 50th St	Refund CUP Escrow Z15-8	100 · 4M Fund/US Bank - General F...	(600.00)
			Kroschel, Jon & Liz Z15-31 15106 50th St	Refund CUP Escrow Z15-8	2001 · Permit Escrow & Fees	600.00
TOTAL						600.00
Check	07/31/2015	20434	LaRenzie, August 2696 StgCoach Z14-9	Refund temp dwelling unit escrow Z14-9	100 · 4M Fund/US Bank - General F...	(1,000.00)
			LaRenzie, August 2696 StgCoach Z14-9	Refund temp dwelling unit escrow Z14-9	2001 · Permit Escrow & Fees	1,000.00
TOTAL						1,000.00
Check	07/31/2015	20435	Highview Afton Z15-3 Twomey 30th St subdi	Refund fees & escrow re Highview Afton, LLC	100 · 4M Fund/US Bank - General F...	(457.00)
			Highview Afton Z15-3 Twomey 30th St subdi	Refund fees & escrow re Highview Afton, LLC	2001 · Permit Escrow & Fees	457.00
TOTAL						457.00
Bill Pmt-C...	08/18/2015	20436	Commercial Asphalt Company	Acct No. AF750	100 · 4M Fund/US Bank - General F...	(1,093.10)

City of Afton
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Type	Date	Num	Name	Memo	Account	Original Amount
Bill	07/31/2015	150731	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5825 Cr...	Hotmix 19.65 tons 30th, 32nd	5825 · Crackseal/Seal Coat/Shouldering	1,093.10
TOTAL						1,093.10
Bill Pmt -C...	08/18/2015	20437	Environmental Law Group		100 · 4M Fund/US Bank - General F...	(1,680.00)
Bill	07/31/2015	15370	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	environmental review and permitting issues	8895 · DNR Flood Imp Proj - Engineer	1,680.00
TOTAL						1,680.00
Bill Pmt -C...	08/18/2015	20438	Tri-County Services (Streets, Other)		100 · 4M Fund/US Bank - General F...	(10,202.50)
Bill	07/31/2015	761	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Br...	Tree down, 50th, 7-14. Tree cutting 50th and Trading Post 8-3.15	5845 · Brush/Tree/Sod/Seed	635.00
Bill	07/31/2015	760	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Br...	Sink hole 15th St	5845 · Brush/Tree/Sod/Seed	150.00
Bill	07/31/2015	759	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5820 Gr...	60th washout	5820 · Gravel Road Maintenance	255.00
Bill	07/31/2015	758	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Br...	Ditch mow	5845 · Brush/Tree/Sod/Seed	1,760.00
Bill	07/31/2015	765	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5825 Cr...	Washout 22nd St	5825 · Crackseal/Seal Coat/Shouldering	127.50
Bill	07/31/2015	764	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5825 Cr...	Paved shouldering	5825 · Crackseal/Seal Coat/Shouldering	1,065.00
Bill	07/31/2015	763	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5835 Su...	Tar patches, 32nd and 30th St hills	5835 · Surf Maint/Bit Patch/Sweeping	5,487.50
Bill	07/31/2015	762	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5825 Cr...	Shouldering 50th St hill, 30th St hill	5825 · Crackseal/Seal Coat/Shouldering	722.50
TOTAL						10,202.50
Bill Pmt -C...	08/18/2015	20439	Wenck Associates Inc.	project 2656	100 · 4M Fund/US Bank - General F...	(2,643.35)
Bill	07/31/2015	11504519	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Wastewater System Engineering, DNR Village Septic	8895 · DNR Flood Imp Proj - Engineer	2,643.35
TOTAL						2,643.35
Bill Pmt -C...	08/18/2015	20440	Century Power Equipment	Account No 11179	100 · 4M Fund/US Bank - General F...	(74.48)
Bill	07/31/2015	663346	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.3 Oth Pub Wrks:5...	mower belt	5920 · Repair & Maint Equipment	74.48
TOTAL						74.48
Bill Pmt -C...	08/18/2015	20441	Freedom Valu Centers, Inc.	Account # 63398	100 · 4M Fund/US Bank - General F...	(57.30)
Bill	07/31/2015	CP-0000018...	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.3 Oth Pub Wrks:5...	tractor fuel	5925 · Fuel & Lubricants	57.30
TOTAL						57.30
Bill Pmt -C...	08/18/2015	20442	GE Capital	Billing ID No. 90133894302 Acct Sch 7553611-002	100 · 4M Fund/US Bank - General F...	(410.00)
Bill	07/31/2015	63183915	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5516 Copier Lease	RICOH Aficio MP C5501 copier	5516 · Copier Lease	410.00
TOTAL						410.00
Bill Pmt -C...	08/18/2015	20443	Menards - Hudson	Account No. 30890280	100 · 4M Fund/US Bank - General F...	(31.72)

City of Afton
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Type	Date	Num	Name	Memo	Account	Original Amount
Bill	07/31/2015	94207	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6035 Routine Cleaning	Supplies, Lysol clnr, Familypro fltr	6035 · Routine Cleaning	31.72
TOTAL						31.72
Bill Pmt -C...	08/18/2015	20444	Pioneer Press	Acct # 415245	100 · 4M Fund/US Bank - General F...	(267.80)
Bill	07/31/2015	0715415245	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5555 Publishing & Printing	legal notices	5555 · Publishing & Printing	267.80
TOTAL						267.80
Bill Pmt -C...	08/18/2015	20445	Pitney Bowes (8000-9090-0626-5198)	8000-9000-0232-7223 cust ID 15296006883	100 · 4M Fund/US Bank - General F...	(200.00)
Bill	07/31/2015	Aug2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5550 Postage	Postage by phone number 30976419. Postage meter P700, Serial ...	5550 · Postage	200.00
TOTAL						200.00
Bill Pmt -C...	08/18/2015	20446	PressEnter	Acct # 33299 Customer # 33881	100 · 4M Fund/US Bank - General F...	(290.00)
Bill	07/31/2015	July2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Sof...	1 mo contracted service and 1 McAfee Email protection, Sept 2015	5510 · Computer Service/Software	290.00
TOTAL						290.00
Bill Pmt -C...	08/18/2015	20447	Xcel Energy (51-5247622-9)	Acct No. 51-5247622-9 Meters 92023602 & 98359441	100 · 4M Fund/US Bank - General F...	(106.90)
Bill	07/31/2015	466605509	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 Project: 3741 & 4105 River Rd	5915 · 201 Project Maintenance	106.90
TOTAL						106.90
Bill Pmt -C...	08/18/2015	20448	Xcel Energy (51-6223921-2)	Acct No. 51-6223921-2 Street Lighting	100 · 4M Fund/US Bank - General F...	(204.36)
Bill	07/31/2015	466427067	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Str...	Street Lighting Service	5850 · Street Lighting	204.36
TOTAL						204.36
Paycheck	08/13/2015	20449	Johnson, Kenneth L		100 · 4M Fund/US Bank - General F...	(376.34)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 · Maintenance Person	505.92
					2302 · PERA Payable - Staff	(32.88)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5053 · PERA Contribution - Employer	37.94
					2302 · PERA Payable - Staff	(37.94)
					2210 · Federal Withholding	(38.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 · Social Security Tax - Employer	31.37
					2205 · Soc Sec Payable - Employer	(31.37)
					2204 · Social Security W/H - Employee	(31.37)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 · Medicare Tax - Employer	7.33
					2213 · Medicare Payable - Employer	(7.33)
					2212 · Medicare W/H - Employee	(7.33)
					2208 · MN State Withholding	(20.00)
TOTAL						376.34

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City of Afton
Claims to be Approved
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Type	Date	Num	Name	Memo	Account	Original Amount
Paycheck	08/13/2015	20450	Neitzel, Donald R		100 · 4M Fund/US Bank - General F...	(266.30)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 · Maintenance Person	293.76
					2210 · Federal Withholding	(3.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 · Social Security Tax - Employer	18.21
					2205 · Soc Sec Payable - Employer	(18.21)
					2204 · Social Security W/H - Employee	(18.21)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 · Medicare Tax - Employer	4.25
					2213 · Medicare Payable - Employer	(4.25)
					2212 · Medicare W/H - Employee	(4.25)
					2208 · MN State Withholding	(2.00)
TOTAL						266.30
Paycheck	08/13/2015	20451	O'Leary, Todd W		100 · 4M Fund/US Bank - General F...	(294.37)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 · Maintenance Person	318.75
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 · Social Security Tax - Employer	19.76
					2205 · Soc Sec Payable - Employer	(19.76)
					2204 · Social Security W/H - Employee	(19.76)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 · Medicare Tax - Employer	4.62
					2213 · Medicare Payable - Employer	(4.62)
					2212 · Medicare W/H - Employee	(4.62)
TOTAL						294.37
Paycheck	08/13/2015	20452	Joyce, Patrick C		100 · 4M Fund/US Bank - General F...	(535.45)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5007 · Intern/Office Assistant Wages	671.46
					2302 · PERA Payable - Staff	(43.64)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5053 · PERA Contribution - Employer	50.36
					2302 · PERA Payable - Staff	(50.36)
					2210 · Federal Withholding	(27.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5051 · Social Security Tax - Employer	41.63
					2205 · Soc Sec Payable - Employer	(41.63)
					2204 · Social Security W/H - Employee	(41.63)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5052 · Medicare Tax - Employer	9.74
					2213 · Medicare Payable - Employer	(9.74)
					2212 · Medicare W/H - Employee	(9.74)
					2208 · MN State Withholding	(14.00)
TOTAL						535.45
Paycheck	08/13/2015	20453	Swanson Linner, Kimberly J		100 · 4M Fund/US Bank - General F...	(1,191.82)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5008 · Office Manager Wages	1,518.72
					2302 · PERA Payable - Staff	(98.72)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5053 · PERA Contribution - Employer	113.90
					2302 · PERA Payable - Staff	(113.90)
					2210 · Federal Withholding	(73.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5051 · Social Security Tax - Employer	94.16
					2205 · Soc Sec Payable - Employer	(94.16)
					2204 · Social Security W/H - Employee	(94.16)

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Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5052 · Medicare Tax - Employer 2213 · Medicare Payable - Employer 2212 · Medicare W/H - Employee 2208 · MN State Withholding	22.02 (22.02) (22.02) (39.00)
TOTAL						1,191.82
Paycheck	08/13/2015	20454	Moorse, Ronald J		100 · 4M Fund/US Bank - General F...	(3,368.04)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5004 · Administrator Salary 5053 · PERA Contribution - Employer 2302 · PERA Payable - Staff 2302 · PERA Payable - Staff 5037 · Flexible Benefits 2210 · Federal Withholding 5051 · Social Security Tax - Employer 2205 · Soc Sec Payable - Employer 2204 · Social Security W/H - Employee 5052 · Medicare Tax - Employer 2213 · Medicare Payable - Employer 2212 · Medicare W/H - Employee 2208 · MN State Withholding	3,672.92 275.47 (275.47) (238.74) 1,100.00 (568.00) 295.93 (295.93) (295.93) 69.21 (69.21) (69.21) (233.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...			
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...			
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...			
TOTAL						3,368.04
Liability C...	08/10/2015	201508001	PERA (Staff)	3030-01 210990	100 · 4M Fund/US Bank - General F...	(954.96)
				3030-01 210990	2302 · PERA Payable - Staff	443.38
				3030-01 210990	2302 · PERA Payable - Staff	511.58
TOTAL						954.96
Liability C...	08/10/2015	201508002	IRS (US Treasury)	41-1290668	100 · 4M Fund/US Bank - General F...	(4,156.30)
				41-1290668	2210 · Federal Withholding	1,517.00
				41-1290668	2213 · Medicare Payable - Employer	263.07
				41-1290668	2212 · Medicare W/H - Employee	263.07
				41-1290668	2205 · Soc Sec Payable - Employer	1,056.58
				41-1290668	2204 · Social Security W/H - Employee	1,056.58
TOTAL						4,156.30
Liability C...	08/10/2015	201508003	MN Dept of Revenue	5050730	100 · 4M Fund/US Bank - General F...	(657.00)
				5050730	2208 · MN State Withholding	657.00
TOTAL						657.00
Liability C...	08/18/2015	201508004	PERA (Council)	3030-51 207620	100 · 4M Fund/US Bank - General F...	(110.00)
				3030-51 207620	2303 · PERA Payable - Council	55.00

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Type	Date	Num	Name	Memo	Account	Original Amount
				3030-51 207620	2303 · PERA Payable - Council	55.00
TOTAL						110.00
Liability C...	08/18/2015	201508005	PERA (Staff)	3030-01 210990	100 · 4M Fund/US Bank - General F...	(891.65)
				3030-01 210990	2302 · PERA Payable - Staff	413.98
				3030-01 210990	2302 · PERA Payable - Staff	477.67
TOTAL						891.65

RESOLUTION 2015-60

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION APPROVING 4M FUND TRANSFERS FOR – JULY, 2015

BE IT RESOLVED THAT the City Council of the City of Afton, County of Washington, Minnesota, authorizes the transfer of the following sums of money between the City’s 4M Fund Accounts, as detailed in Exhibit A – 4M Fund Transfers – Month of JULY, 2015.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 18th DAY OF AUGUST, 2015.

SIGNED:

Richard Bend, Mayor

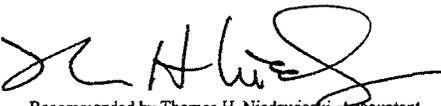
ATTEST:

Ronald J. Moose, City Administrator

- Motion by:
- Second by:
- Palmquist:
- Richter:
- Ross:
- Nelson:
- Bend:

City of Afton
Exhibit A: 4M Fund Transfers

		Month of:	Jul-15	
4M Fund Accounts				
#	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Comments</u>
1	City Infra-Structure Improvement Fund (35001-114)	General (35001-101)	\$255,462.59	Jul15 DNR Flood Imp Project Expense
2	201 Project Fund (35001-103)	General (35001-101)	\$656.90	Jul15 201 Project Expense
3	General (35001-101)	Street Improvements Fund (35001-108)	\$30,256.50	1st Half 2015 MN Small City Assistance


 Recommended by Thomas H. Niedzwiecki, Accountant
 File: Afton 2015 Bank Transfers.xlsm Worksheet: Jul15 8/12/2015

RI

CITY OF AFTON
DRAFT PLANNING COMMISSION MINUTES
August 3, 2015, 6:30 PM

1
2
3
4
5 1. **CALL TO ORDER** – Vice Chair Judy Seeberger called the meeting to order at 6:35 p.m.

6
7 2. **PLEDGE OF ALLEGIANCE** – was recited.

8
9 3. **ROLL CALL** – Present: Doherty, Nelson, Kilmer, Kopitzke, Wroblewski and Vice Chair Seeberger.
10 **Quorum present.** Excused Absence: Ronningen, Patten and Langan.

11
12 **ALSO IN ATTENDANCE** – City Administrator Ron Moose, Deputy Clerk Kim Swanson Linner and Council
13 Member Liaison Stan Ross.

14
15 4. **APPROVAL OF AGENDA** –

16
17 **Motion/Second: Wroblewski/Nelson. To approve the August 3, 2015 Planning Commission agenda as**
18 **presented. Motion carried 6-0-0.**

19
20 5. **APPROVAL OF MINUTES** –

21 a. July 6, 2015 Planning Commission Meeting Minutes –

22
23 **Motion/Second: Nelson/Kopitzke. To approve the July 3, 2015 Planning Commission Meeting minutes as**
24 **presented. Motion carried 5-0-1 (Abstained: Kilmer, as she was not in attendance.)**

25
26 6. **REPORTS AND PRESENTATIONS** – none.

27
28 7. **PUBLIC HEARINGS** – [The order of Public Hearing items 7.a. and 7.b. were switched in order to
29 accommodate the WSB Planner who was arriving later for the Sewer Ordinance Amendment.]

30 a. Residential Solar Array Ordinance – Vice Chair Seeberger opened the Public Hearing at 6:38 p.m.

31 Administrator Moose explained that the Model Solar Ordinance was updated with commissioner comments
32 and formatted consistent with city ordinances. There were no public comments.

33
34 **Motion/Second: Doherty/Kopitzke. To close the Public Hearing at 6:39 p.m.**

35
36 Commissioners wanted to clarify Sec. 12-230 D.4. to state, “Electrical Permits are obtained through the State
37 of Minnesota...” Deputy Clerk informed that the next statement will be changed to be consistent, stating:
38 “Building and Plumbing Permits applications are obtained through the City and shall include...”

39 The item being moved from the existing code Sec. 12-132.F.2. regarding solar access on a vacant lot was
40 brought up as not being feasible in the VHS district. It was noted that the Comprehensive Plan protects solar
41 access to all parcels in Afton and changing this statement would require a Comp Plan amendment. It suggested
42 that the sentence remain as is, and address the issue within the Comp Plan updating discussions.

43
44 **Motion/Second: Doherty/Wroblewski. To recommend adoption to City Council for the Solar Energy**
45 **Systems Ordinance 03-2015 as amended. Motion carried 6-0-0.**

46
47 b. Sewer Ordinance Amendment – [The public hearing for the ordinance amendment at the July 6 Planning
48 Commission meeting was opened but continued to the August 3 Planning Commission meeting.] Vice Chair
49 Seeberger opened the Public Hearing at 6:55 p.m.

50 Administrator Moose reviewed that the Planning Commission at their June 1, 2015 meeting reviewed a
51 draft sewer ordinance amendment and provided substantial feedback. Breanne Rothstein, WSB Planner, updated
52 the sewer ordinance amendment to reflect that feedback and was in attendance to answer any questions or
53 concerns about the ordinance.

54 Commissioners decided to walk through the document a page at a time. It was noted that typos and section
55 numbers would be adjusted in the final copy. Changes were requested as follows:

56 Page 2, Sec. 12-1952. BOD, Biological Oxygen Demand, needed a definition added.

57 Page 4, Sec. 12-1952. Connection to Septic Treatment Systems, dealt with Individual Sewage Treatment
58 Systems (ISTS), but Commissioners felt that "Community Sewage Treatment Systems" should also be listed.

59 Page 6, Sec. 12-1957. Violations and Penalties, should be deleted (except for purple item B) and insert a
60 reference to the City Code General Provisions in Chapter 1, Sec. 1-13, which includes state statute allowed
61 violations and penalties. This is to reduce duplications and conflicts in language in subsequent sections. Item B
62 was retained with the deletion of the phrase "at that time."

63 Page 14, Subdivision IV. The title term "Enforcement" was requested to be changed, as Sec. 12-2236 deals
64 with payment of bills and "violations and penalties" if not paid.

65 Page 15, Sec. 12-2238, delete "delinquent" at the end of the sentence and insert "unacceptable or negatively
66 impact the system." The Planner noted that such unacceptable items that should not be disposed of in a septic
67 system are diapers, mop heads, dental floss and flushable wipes.

68 Overall, commissioners felt the ordinance was very comprehensive and fit Afton's needs.

69
70 **Motion/Second: Doherty/Kopitzke. To recommend adoption to City Council for the Sewer Ordinance**
71 **amendment as edited and amended. Motion carried 6-0-0.**

72
73 **8. NEW BUSINESS –**

74 a. Lower St. Croix River Bluffland and Shoreland Management Ordinance Amendment – Administrator
75 Moose described several conflicts in language between sections in the city code, particularly with the St. Croix
76 Bluffland and Shoreland Ordinance and the Floodplain Ordinance. He explained that the inconsistencies,
77 outdated language, and conflicts should be corrected to provide clarification and avoid future conflicts. Council,
78 at their July 21 meeting, referred the ordinance to the Planning Commission for correction and clarification.

79
80 Corrections

81 Section 12-132, allows up to 20% or 4,350 s.f. of impervious coverage in the VHS. However, Section 12.637, in
82 the St. Croix Bluffland District, states impervious coverage as: "10% of (*typo, should say: "or"*) 4,350 s.f.

83 **The 10% should be changed to be consistent with the 20% allowed in the VHS districts.**

84
85 Sec. 12-832. Contains language requiring that "before any zoning district or ordinance amendment or variance
86 becomes final, the Council shall forward the decision to the commissioner. The commissioner of natural
87 resources shall certify in writing that the proposed action complies with the intent of the Wild and Scenic Rivers
88 Acts and the master plan for the Lower St. Croix River in the manner specified in department of natural
89 resources (DNR) regulations, including Mn Rules, § 6105.0540."

90 **The DNR no longer has the authority to certify City variance actions. The variance certification language**
91 **should be deleted from the ordinance.**

92
93 Sec. 12-578 indicates that "Any provisions of the zoning ordinance, article II of this chapter, relating
94 to the Lower St. Croix Riverway shall remain in full force and effect except as they may be contrary to the
95 provisions of this article." However, Sec. 12-707. F. indicates "All uses not authorized in the local zoning
96 ordinances" are prohibited. Sec. 12-578 includes a number of uses allowed with a conditional use permit that
97 are prohibited in the VHS districts by the zoning ordinance, article II. These include the following:

- 98 - Institutional and medical housing
- 99 - Multiple family dwellings with central sewer
- 100 - Planned unit developments
- 101 - Townhouses with central sewer

102 **These uses should be deleted from Sec. 12-578 to eliminate the inconsistency and conflict.**

103
104 Sec. 12-706. Conditionally Permitted Uses.

105 In the VHS district, the Conditionally Permitted Uses listed in Section 12-578(C) may be permitted as special
106 uses, in accordance with Section 12-578(B).

107 **The term “special uses” should be changed to “conditional uses” because the term “special use” is no**
108 **longer used in the zoning ordinance article II.**

109
110 Sec. 12-831. Administrative Procedure

111 This section requires that application materials related to variances and CUP’s be sent to the
112 Minnesota/Wisconsin Boundary Area Commission. It also requires that notices of applications be sent to the
113 City Council of any City within two miles of the affected property.

114 **These requirements are beyond statutory requirements for land use applications and should be deleted.**

115
116 Sec. 12-707. Prohibited uses.

117 Item E reads as follows: “Downstream from Stillwater in rural districts.”

118 **Staff will try to determine what specifically this sentence refers to.**

119
120 Section 12-1001, Permitted uses (in the Floodway District). The list includes shooting preserves, target ranges
121 and trap and skeet ranges. These uses are specifically prohibited in Sec. 12-134 Uses.

122 **These uses should be deleted from Section 12-1001.**

123
124 Moose noted that if Planning Commissioners notice additional elements of the ordinance language that need to
125 be revised, they should send them to him and they will be added to the ordinance amendment.

126
127 **Staff was directed to draft an ordinance amendment for the inconsistencies and outdated language in the**
128 **Lower St. Croix Bluffland and Shoreland Management ordinance and the Floodway District ordinance**
129 **and to publish notice for a public hearing at the August 31, 2015 Planning Commission meeting.**

130
131 b. PC Training Opportunities – It was noted that the Council at their July 21 meeting approved expenditures
132 for the following trainings and workshops.

133 1. St. Croix Workshop-on-the-Water – August 6, 2015 - \$20 per person was approved.

134 2. GTS Land Use Planning-“Comprehensive Planning” Workshop – October 28 - \$110 per person,
135 approved three attendees. Those able and interested in attending, if more than three members, will be placed into
136 a lottery to determine who will attend.

137 3. LMC On-line Training – two sessions at \$30 per session, \$60 per person for three new PC members.

138
139 c. It was noted that the next Planning Commission meeting will be held on Monday, August 31, at 6:30 p.m.

140
141 **9. OLD BUSINESS –**

142 a. Draft City Council Minutes - Update on City Council Actions – Vice Chair Seeberger reported on the
143 actions by Council from the draft minutes of their July 21, 2015 meeting.

144
145 **10. ADJOURN –**

146
147 **Motion/Second: Nelson/Doherty. To adjourn the meeting at 8:20 p.m. Motion carried 6-0-0.**

148
149 Respectfully submitted by:

150
151

152

153 _____
Kim Swanson Linner, Deputy Clerk

154
155 **To be approved on August 31, 2015 as (check one): Presented: _____ or Amended: _____**

Meeting Date August 18, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: August 12, 2015
Re: Solar Energy Ordinance Amendment

Background

The Planning Commission has developed an ordinance regarding solar energy based on a model solar energy ordinance provided by a consultant, with revisions to fit Afton's unique characteristics. A public hearing was held at the August 3 Planning Commission meeting, at which there were no public comments. The Planning Commission is recommending approval of the attached solar energy ordinance.

Solar Array Size Regulations

The language regarding the maximum size of a residential solar array is related to the visual impact of the array. The visual impact is related to the size and height of the array, as well as the size of the lot, the setback of the array and the amount of screening. The language includes all of these factors. The language differentiates between the VHS district with small lots, and the RR and Ag districts with 5 to 10 acre lots, 10 to 20 acre lots and lots 20 acres or greater.

Council Action Requested

Motion regarding the Solar Energy Ordinance Amendment.

ORDINANCE 03-2015

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

AN ORDINANCE AMENDING SECTIONS 12-132 AND 12-134 AND ADOPTING SECTION 12-230 OF THE AFTON CITY CODE RELATING TO SOLAR ENERGY SYSTEMS

BE IT ORDAINED by the City Council of the City of Afton hereby amends the following sections of the Afton Code of Ordinances: Section 12-132 and Section 12-134, and adopts Section 12-230 relating to Solar Energy Systems, as shown below.

DELETE Sec. 12-132. F.2.

F. *Height.*

1. No structure except those for public utilities, wind generators, farm buildings, churches and other places of worship shall exceed a height of 35 feet. The maximum height limitations for churches and other places of worship shall be as follows:
 - a. A maximum height of thirty-five (35) feet for the occupied area of the structure;
 - b. A maximum height of fifty (50) feet for the structural elements;
 - c. A maximum height of sixty (60) feet for the following non-structural elements: spires or steeples, belfries or bell towers, cupolas, crosses or other religious symbols or decorative elements;
- ~~2. No structure shall be erected that will block solar access for existing principal structures or infringe on the solar access of the buildable area of a vacant lot or parcel.~~

ADD the deleted text to Sec. 12-230. D.2.a. (as shown below).

ADD the following to Sec. 12-134. Uses.

	Agricultural	Rural	VHS-	VHS-	Light Industrial	Light Industrial	Light Industrial	Marine Service
	(A)	Residential	Residential	Commercial	(I1-A)	(I1-B)	(I1-C)	(MS)
		(R)	(VHS-R)	(VHS-C)				
<u>Solar, accessory to principal use</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>

ADOPT the following new section as shown:

Sec. 12-230. Solar Energy Systems.

- A. *Scope.* This article applies to all solar energy installations in the City of Afton.
- B. *Purpose.* Consistent with the City Comprehensive Plan, the intent of this Section is to allow reasonable capture and use, by households, businesses, and property owners, of their solar energy resource, and

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encourage the development of renewable energy businesses, consistent with community development standards. The City of Afton has adopted this ordinance for the following purposes:

1. Comprehensive Plan Goals. To meet the goals of the Comprehensive Plan and preserve the health, safety and welfare of the City's citizens by promoting the safe, effective and efficient use of active solar energy systems installed to reduce the on-site consumption of fossil fuels or utility-supplied electric energy. The following solar energy standards specifically implement the following goals:
 - a. **Goal** – Encourage the use of local renewable energy resources, including appropriate applications for wind, solar, and biomass energy.
 - b. **Goal** – Promote sustainable building design and management practices in residential, commercial, and industrial buildings to serve the needs of current and future generations.
 2. Green House Gas Reduction (GHG). Solar energy is an abundant, renewable, and nonpolluting energy resource and its conversion to electricity or heat will reduce our dependence on nonrenewable energy resources and decrease the Green House Gas (GHG) emissions and other air and water pollution that results from the use of conventional energy sources.
 3. Local Resource. Solar energy is an under-used local energy resource. Encouraging the use of solar energy will diversify the community's energy supply portfolio and limit exposure to fiscal risks associated with fossil fuels.
 4. Improve Competitive Markets. Solar energy systems offer additional energy choice to consumers and will improve competition in the electricity and natural gas supply market.
- C. *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section, except where expressly defined in another section, article or the context clearly indicates a different meaning.

Building-integrated Solar Energy Systems - An active solar energy system that is an integral part of a principal or accessory building, rather than a separate mechanical device, replacing or substituting for an architectural or structural component of the building. Building-integrated systems include but are not limited to photovoltaic or hot water solar energy systems that are contained within roofing materials, windows, skylights, and awnings.

Community Solar - A solar-electric (photovoltaic) array that provides retail electric power (or a financial proxy for retail power) to multiple community members or businesses residing or located off-site from the location of the solar energy system, consistent with Minn. Statutes 216B.1641 or successor statute. A community solar system may be either an accessory or a principal use.

Grid-intertie Solar Energy System - A photovoltaic solar energy system that is connected to an electric circuit served by an electric utility company.

Off-grid Solar Energy System - A photovoltaic solar energy system in which the circuits energized by the solar energy system are not electrically connected in any way to electric circuits that are served by an electric utility company.

Passive Solar Energy System - A solar energy system that captures solar light or heat without transforming it to another form of energy or transferring the energy via a heat exchanger.

Photovoltaic System - A solar energy system that converts solar energy directly into electricity.

Renewable Energy Easement, Solar Energy Easement - An easement that limits the height or location, or both, of permissible development on burdened land on which the easement is placed in terms of a structure or vegetation, or both, for the purpose of providing access for the benefited land to wind or sunlight passing over the land on which the easement is placed, as defined in MN Statute 500.30 Subd. 3 or most recent version.

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Renewable Energy System - A solar energy or wind energy system. Renewable energy systems do not include passive systems that serve a dual function, such as a greenhouse or window.

Roof Pitch - The final exterior slope of a building roof calculated by the rise over the run, typically but not exclusively expressed in twelfths such as 3/12, 9/12, 12/12.

Solar Access - Unobstructed access use of the solar resource (see definition below) on a lot or building, including access across adjacent parcel air rights, for the purpose of capturing direct sunlight to operate a solar energy system.

Solar Collector - A device, structure or a part of a device or structure for which the primary purpose is to transform solar radiant energy into thermal, mechanical, chemical, or electrical energy.

Solar Collector Surface - Any part of a solar collector that absorbs solar energy for use in the collector's energy transformation process. Collector surface does not include frames, supports and mounting hardware.

Solar Daylighting - A device specifically designed to capture and redirect the visible portion of the solar spectrum, while controlling the infrared portion, for use in illuminating interior building spaces in lieu of artificial lighting.

Solar Energy - Radiant energy received from the sun that can be collected in the form of heat or light by a solar collector.

Solar Energy Device - A system or series of mechanisms designed primarily to provide heating, cooling, electrical power, mechanical power, solar daylighting or to provide any combination of the foregoing by means of collecting and transferring solar generated energy into such uses either by active or passive means. Such systems may also have the capability of storing such energy for future utilization. Passive solar energy systems are designed as a solar energy device, such as a trombe wall, and not merely a part of a normal structure such as a window.

Solar Energy System - A device or structural design feature, a substantial purpose of which is to provide for the collection, storage and distribution of sunlight for space heating or cooling, generation of electricity, water heating, or providing daylight for interior lighting.

Solar Farm - A commercial facility that converts sunlight into electricity, whether by photovoltaics (PV), concentrating solar thermal devices (CST), or other conversion technology, for the primary purpose of wholesale sales of generated electricity. A solar farm is the principal land use for the parcel on which it is located.

Solar Heat Exchanger - A component of a solar energy device that is used to transfer heat from one substance to another, either liquid or gas.

Solar Hot Air System - An active solar energy system that includes a solar collector to provide direct supplemental space heating by heating and re-circulating conditioned building air. The most efficient performance typically uses a vertically mounted collector on a south-facing wall.

Solar Hot Water System (also referred to as Solar Thermal) - A system that includes a solar collector and a heat exchanger that heats or preheats water for building heating systems or other hot water needs, including residential domestic hot water and hot water for commercial processes.

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Solar Mounting Devices - Racking, frames, or other devices that allow the mounting of a solar collector onto a roof surface or the ground.

Solar Resource - A view of the sun from a specific point on a lot or building that is not obscured by any vegetation, building, or object for a minimum of four hours between the hours of 9:00 AM and 3:00 PM Standard time on any day of the year.

Solar Storage Unit - A component of a solar energy device that is used to store solar generated electricity or heat for later use.

- D. *General requirements.* All solar energy systems shall comply with all applicable local, state and federal regulatory codes including all electrical, building and plumbing code requirements.
1. *Permitted accessory use.* Active solar energy systems shall be allowed as accessory to the primary land use in all zoning districts in which structures of any sort are allowed and are designed to supply energy for the primary use.
 2. *Solar Access.* The City encourages solar access to be protected in all new subdivisions and allows for existing solar to be protected consistent with Minnesota Statutes.
 - a. No structure shall be erected that will block solar access for existing principal structures or infringe on the solar access of the buildable area of a vacant lot or parcel.
 - b. *Right to Solar Access.* No homeowners' agreement, covenant, common interest community, or other contract between multiple property owners shall forbid installation of solar energy systems or create design standards that effectively preclude solar energy installations.
 - c. *Easements Allowed.* The City has elected to allow solar easements to be filed, consistent with Minnesota Stat. Chapter 500 Section 30. Any building owner can purchase an easement across neighboring properties to protect access to sunlight. The easement is purchased from or granted by owners of neighboring properties and can apply to buildings, trees, or other structures that would diminish solar access.
 - d. *Subdivision Solar Easements.* The City may require new subdivisions to identify and create solar easements when solar energy systems are implemented as a condition of a PUD, subdivision, conditional use, or other permit, as specified in Section 8 of this ordinance.
 3. *Safety Conditions.* All applicable health and safety standards shall be met.
 4. *Required Permits.* Building Permits, Electrical Permits and/or Plumbing Permits are required to construct and install solar energy systems in the City of Afton, whether residential or commercial and whether ground-, pole-, building-, or roof-mounted. Electrical Permits are obtained through the State of Minnesota. Building and Plumbing Permit applications are obtained through the City and shall include:
 - a. "To-scale" horizontal and vertical (elevation) drawings of the solar energy system, including:
 - i. For a Pitched Roof Mounted System - the highest finished slope of the solar collector and the slope of the finished roof surface on which it is mounted.
 - ii. For a Flat Roof Mounted System - the distance to the roof edge or parapets on the building, identifying the height of the building on the street frontage side, the shortest distance of the system from the street frontage edge of the building, and the highest finished height of the solar collector above the finished surface of the roof and/or parapet.
 - b. Site drawing showing the type and locations of the systems and their placement on the property, including required setbacks and property lines.
 5. *Interconnection agreement.* All electric solar energy systems that are connected to the electric distribution or transmission system through the existing service of the primary use on the site shall

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obtain an interconnection agreement with the electric utility in whose service territory the system is located. Solar energy systems connected directly to the distribution or transmission system must obtain an interconnection agreement with the interconnecting electric utility. Off-grid systems are exempt from this requirement.

- E. *Standards.* All solar energy systems are subject to the accessory use standards for the district in which it is located, including, but not limited to, setback, height, and coverage limits.
1. *Aesthetic.* Solar energy systems are subject to the following aesthetic standards:
 - a. Residential installations must be designed to blend into the architecture of the building.
 - b. Commercial installations. Commercial solar systems shall be placed on the roof to limit visibility from the public right-of-way or to blend into the roof design, provided that minimizing visibility still allows the property owner to reasonably capture solar energy.
 - c. The color of the solar collector is not required to be consistent with other roofing materials.
 - d. Active solar energy systems that do not meet the aesthetic standards will require a Conditional Use Permit.
 2. *Size.* For residential applications, under no circumstances shall a solar array exceed 40 kW.
 3. *Height.*
 - a. Building- or Roof-mounted systems. Shall not exceed the maximum height allowed in any zoning district.
 - i. Shall be no higher than twenty-four (24) inches above the roof.
 - ii. For purposes of height measurement, solar systems other than building-integrated systems shall be considered to be mechanical devices and are restricted consistent with other building-mounted mechanical devices for the zoning district in which the system is being installed, except that solar energy systems shall not be required to be screened.
 - b. Ground- or Pole-mounted systems. Shall not exceed 20 feet in height when oriented at maximum tilt.
 4. *Set-backs.* Active solar energy systems must meet the accessory structure setback for the zoning district and primary land use associated with the lot on which the system is located.
 - a. Building- or Roof-mounted systems. In addition to the building setback, the collector surface and mounting devices for roof-mounted solar energy systems shall not extend beyond the exterior perimeter of the building on which the system is mounted or built, unless the collector and mounting system has been explicitly engineered to safely extend beyond the edge, and setback standards are not violated. Exterior piping for solar hot water systems shall be allowed to extend beyond the perimeter of the building on a side yard exposure.
 - b. Ground- or Pole-mounted systems. Must be set back from the property line the same distance as required for other accessory structures and may not extend into the side- or rear-yard setback when oriented at minimum design tilt.
 5. *Impervious Coverage.* The surface area of pole- or ground-mount systems must comply with the City's overall impervious coverage requirements.
 - a. Impervious coverage will be calculated based on the footprint of the system at minimum tilt.
 - b. Building- or Roof-mounted systems. Shall allow for adequate roof access to the south-facing or flat roof upon which the panels are mounted.
 - c. Ground- or Pole-mounted system. The collector surface of any foundation, compacted soil, or other component of the solar installation is considered impervious surface.
 - d. Vegetated ground under the collector surface shall be used to mitigate stormwater runoff.

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6. *Glare.* All solar energy systems shall minimize glare so as not to affect adjacent or nearby properties.
 - a. Measures to minimize glare include selective placement of the system, screening on the north and/or sides of the solar array, modifying the orientation of the system, reducing use of the reflector system, or other remedies that limit glare.
7. *Historic Buildings.* Solar energy systems on buildings within designated historic districts or on locally designated historic buildings (exclusive of State or Federal historic designation) will require an administrative permit and a design review by the Heritage Preservation Commission (HPC).

F. *Zoning District and Lot Size requirements.*

1. *VHS districts:*
 - a. A total solar panel square footage of 150 square feet or 1% of the total square footage of the lot, whichever is less.
 - b. Must meet City of Afton historical preservation standards.
 - c. Requires an administrative permit and design review by the Heritage Preservation Commission (HPC).
2. *Rural Residential (RR) and Agriculture (Ag) districts:*
 - a. *On lots up to 10 acres:*
 - i. If not fully screened:
 - (1) A maximum height of 15 feet at maximum vertical tilt and a total panel square footage of 300 square feet, at the required setback.
 - ii. If fully screened:
 - (1) A maximum height of 20 feet and a total panel square footage of 1,000 square feet, subject to being fully screened from public roads and neighboring properties, and subject to statutory and/or public utility power generation restrictions.
 - b. *On lots 10 to 20 acres:*
 - i. If not fully screened:
 - (1) A maximum height of 15 feet at maximum vertical tilt and a total panel square footage of 300 square feet, at the required setback.
 - (2) A maximum height of 15 feet and a total panel square footage of 500 square feet if setback 200 feet from all property lines, subject to statutory and/or public utility power generation restrictions.
 - ii. If fully screened:
 - (1) A maximum height of 20 feet and a total panel square footage of 1,000 square feet, subject to statutory and/or public utility power generation restrictions, at the required setback.
 - c. *On lots 20 acres or greater:*
 - i. If not fully screened:
 - (1) A maximum height of 20 feet at maximum vertical tilt and a total panel square footage of 300 square feet, at the required setback.
 - (2) A maximum height of 20 feet and a total panel square footage of 500 square feet if setback 200 feet from all property lines, subject to statutory and/or public utility power generation restrictions.
 - (3) A maximum height of 20 feet and a total panel square footage 750 square feet if setback 250 feet from all property lines, subject to statutory and/or public utility power generation restrictions.
 - ii. If fully screened:

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- (1) A maximum height of 20 feet and a total panel square footage of 2,000 square feet if fully screened, subject to statutory and/or public utility power generation restrictions, at the required setback.

3. *Industrial districts:*

- a. Rooftop community systems are permitted only in the Industrial districts.
- b. Ground-mount community solar energy systems are allowed only in the Industrial districts and are allowed as conditional uses.
- c. Solar farms are only allowed in the Industrial districts.

G. *Standards for specific solar uses.*

1. *Community solar energy systems.* Roof or ground-mount solar energy systems, may be either accessory or primary use, designed to supply energy for off-site uses on the distribution grid, consistent with Minn. Statutes 216B.1641 or successor statute.
 - a. Rooftop community systems are permitted only in the Industrial districts.
 - b. Ground-mount community solar energy systems are allowed only in the Industrial districts and are allowed as conditional uses.
 - c. An interconnection agreement must be completed with the electric utility in whose service territory the system is located.
 - d. All structures must comply with setback, height, and coverage limitations for the district in which the system is located.
 - e. Ground-mount systems must comply with all required standards for structures in the district in which the system is located.
2. *Solar farms.*
 - a. Solar farms are only allowed in the Industrial districts.
 - a. Solar farms require a Conditional Use Permit.
 - b. Solar farms are subject to the City's stormwater management and erosion and sediment control provisions and National Pollutant Discharge Elimination System (NPDES) permit requirements.
 - c. Foundations. A qualified engineer shall certify that the foundation and design of the solar panels racking and support is within accepted professional standards, given local soil and climate conditions.
 - d. Power and communication lines. Power and communication lines running between banks of solar panels and to nearby electric substations or interconnections with buildings shall be buried underground. Exemptions may be granted by the City in instances where shallow bedrock, water courses, or other elements of the natural landscape interfere with the ability to bury lines, or distance makes undergrounding infeasible, at the discretion of the Zoning Administrator.
 - e. Site Plan Required. A detailed site plan for both existing and proposed conditions must be submitted, showing location of all solar arrays, other structures, property lines, rights-of-way, service roads, floodplains, wetlands and other protected natural resources, topography, electric equipment, and all other characteristics requested by the City. The site plan should also show all zoning districts, and overlay districts.
 - f. Aviation Protection. For solar farms located within 500 feet of an airport or within the A or B safety zones of an airport, the applicant must complete and provide the results of the Solar Glare Hazard Analysis Tool (SGHAT) for the Airport Traffic Control Tower cab and final approach paths, consistent with the Interim Policy, FAA Review of Solar Energy Projects on Federally Obligated Airports, or most recent version adopted by the FAA.
 - g. Agricultural Protection. Solar farms must comply with site assessment or soil identification standards that are intended to protect agricultural soils.
 - h. Proper Maintenance. All solar installations shall be maintained according to industry standards and shall be in working order for the duration of its useful life.

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H. *Discontinuation and Decommissioning.*

- a. A decommissioning plan shall be required to ensure that facilities are properly removed if they are known to be dysfunctional or are discontinued after their useful life.
- b. Decommissioning of solar panels must occur in the event they are not in use for six (6) consecutive months.
- c. The plan shall include provisions for removal of all structures and foundations, restoration of soil and vegetation and a plan ensuring financial resources will be available to fully decommission the site.
- d. Disposal of structures and/or foundations shall meet the provisions of the City's Solid Waste Ordinance.
- e. The City may require the posting of a bond, letter of credit or the establishment of an escrow account to ensure proper decommissioning.

This change shall take effect upon publication of this ordinance.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 18th DAY OF AUGUST, 2015.

SIGNED:

Richard Bend, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

SUMMARY ORDINANCE 03-2015

**CITY OF AFTON, MINNESOTA
WASHINGTON COUNTY, MINNESOTA**

AN ORDINANCE AMENDING SECTIONS 12-132 AND 12-134 AND ADOPTING SECTION 12-230 OF THE AFTON CITY CODE RELATING TO SOLAR ENERGY SYSTEMS

NOTICE IS HEREBY GIVEN that on August 18, 2015, Ordinance No. 03-2015 was adopted by the City Council of the City of Afton, Minnesota.

NOTICE IS FURTHER GIVEN that, because of the lengthy nature of Ordinance No. 03-2015, the following summary of the ordinance has been prepared for publication.

NOTICE IS FURTHER GIVEN that the ordinance adopted by the City Council amends sections 12-132 and 12-134, and adds section 12-230 of the Afton Land Use Code

A printed copy of the entire ordinance is available for inspection by any person during the City's regular office hours, or on the City's website.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 18TH DAY OF AUGUST, 2015.

SIGNED:

Richard Bend, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date August 18, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: August 12, 2015
Re: Sewer Ordinance Amendment

The planned wastewater collection and treatment system to serve the Old Village area requires revisions to the current ordinances regarding septic and sewage. Attached is a draft ordinance amendment reflecting the necessary changes. The draft ordinance has tracked changes showing the additions, deletions and revisions.

At the June 1, 2015 Planning Commission meeting, a draft sewer ordinance amendment was presented and reviewed. The Planning Commission provided substantial feedback, and the feedback has been reflected in the attached sewer ordinance amendment. A public hearing was held at the August 3, 2015 Planning Commission meeting, and no public comments were received. The Planning Commission is recommending approval of the ordinance amendment.

Final Ordinance Amendment

While the final language of the regulations is being provided, the ordinance is not in the final form of a formal ordinance amendment. Based on the Council's review and feedback, the ordinance will be placed into the final form for Council approval at its September 15 meeting.

Council Action Requested

Motion regarding the draft sewer ordinance amendment.

ARTICLE II ZONING

DIVISION 2 ADMINISTRATION

Sec. 12-83. Septic permits.⁵⁸

- A. No building permit for any use requiring on-site sewage treatment and disposal shall be issued until a septic permit has first been issued by the building official.
- B. A septic permit shall be issued only after proof is furnished by the applicant that a suitable on-site sewage treatment and disposal system can be installed on the applicant's lot. In the Historic Village Septic Treatment Service Area, no new permits will be issued for Individual Septic Treatment System. However, in the VHS zoning districts the City will provide utility easements on suitable city property, as far as practical, for existing buildings with failing septic systems and no area for the installation of a standard septic system exists on the subject lot. All septic systems shall conform to all of the requirements of the sanitary sewer disposal ordinance, Article IX of this chapter.
- C. Notwithstanding the procedures and regulations specified in Section 12-1953, Existing on-site sewage treatment systems shall be evaluated to determine location, condition and function, and shall be brought into conformance with this article and the sanitary sewer disposal ordinance, Article IX of this chapter when:
1. An application for a building permit for construction of an addition onto the principal structure or a structural alteration of the principal structure is submitted to and approved by the building official.
 - ~~1.2.~~ The use of a structure or property changes.
 - ~~2.3.~~ A Conditional Use Permit for a duplex is granted by the City Council.
 4. The building official deems it necessary to upgrade the existing system, based upon evidence of the system failing to function properly, failing to adequately treat sewage, or otherwise posing a hazard to the public health.
 - ~~3.5.~~ Upon sale or transfer of the property.
- D. Notwithstanding the provisions specified in Sections ~~XXXX~~1953 & 1954, When an existing nonconforming septic system is required to be upgraded according to Section 12-83(C), the new on-site sewage treatment system shall be installed prior to the issuance of a building permit unless a financial guarantee equal to 125 percent of the cost of installing such a system and is valid for one year is issued to the City.

ARTICLE IX. SEWAGE¹

DIVISION 1. GENERALLY

Secs. 12-1901--12-1950. Reserved.

DIVISION 2. SEWER USE²

Subdivision I. Generally

Sec. 12-1951. Purpose.

This article is adopted for the purpose of:

- A. Protecting the health, safety, and welfare of the residents of the community, present and future and in accordance with the City's SDS, and where applicable, NPDES permit.
- B. Regulating the discharge of wastes into soil treatment units and associated collection systems which would have an adverse affect on the operation and maintenance of the wastewater treatment facilities.

¹**Cross references**—Zoning and water supply sanitary requirements for shoreline management, § 12-401 et seq.; Lower St. Croix River management requirements or sewage disposal, § 12-587; floodplain management on-site sewage treatment and water supply systems, § 12-1143. **State law references**—Authority to establish and maintain sewers, M.S.A. § 412.221, subd. 6; authority to build and construct sewers and sewage disposal plants, M.S.A. § 444.075.

²**Cross references**—Septic permits regarding zoning, § 12-83; sewers and subdivisions, § 12-1428.

Sec. 12-1952. Definitions.³

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Active maintenance means a maintenance program for individual sewage treatment systems whereby the property owner has complete responsibility for effecting operation, maintenance and replacement (OM&R) in a manner acceptable to the City.

Building drain means that part of the lower horizontal piping of a drainage system which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer which begins at least one foot outside the building line.

Building sewer means that part of the drainage system which extends from the end of the building drain and conveys its discharge to the public sewer, private sewer, individual sewage-disposal system, or other point of disposal.

BOD. Biological Oxygen Demand. BOD is the amount of oxygen required for organic material breakdown. It is often used as a gauge for organic water quality.

Community sewage treatment system means a sewage treatment system which collects sewage from two or more residences or other establishments, consisting of: Collector lines, pumps, sewage tanks, and soil treatment unit. Also known as a cluster system or collector system.

Easement means a legal transfer of rights, privileges or uses of private property.

Equivalent Residential Units (ERU). Wastewater charges will be established based on Equivalent Residential Units (ERU). One ERU is defined as a unit of wastewater volume of 240 gallons per day with a theoretical waste strength of 300 mg/l of BOD, 200 mg/l of TSS, and 50 mg/L F&G.

F.O.G. see O&G

Garbage means solid waste resulting from the domestic and commercial preparation, cooking, and dispensing of food and from the handling, storage, or sale of meat, fish, fowl, fruit, or vegetables and condemned food.

Historic Village Sewage Treatment Service Area (HVSTSA) means that part of the city served by the publicly operated Large Subsurface/Sewage Treatment System as shown in the Comprehensive Plan.

Individual subsurface sewage treatment system (ISTS) or On-site sewage treatment system means an individual sewage treatment system or part thereof, as set forth in Minnesota Statutes, sections 115.03 and 115.55, that employs sewage tanks or other treatment devices with final discharge into the soil below the natural soil elevation or elevated final grade that are designed to receive a sewage design flow of 5,000 gallons per day or less. ISTS includes the holding tanks and privies, but does not include any pump tanks used in a sewage collection system. ISTS does not include building sewers or other components regulated under Minnesota Rules, Chapter 4715, or sewage collection systems.

Industrial wastes means the solid, liquid, or gaseous waste resulting from industrial or manufacturing processes, trade or business, or from the development, recovery or processing of natural resources.

Industry means any nongovernmental or nonresidential user of a publicly owned treatment works which is identified in the Standard Industrial Classification Manual, latest edition, categorized in Divisions A, B, D, E and I.

Large Subsurface/Sewage Treatment System (LSTS) means a subsurface collection and sewage treatment system that employs sewage tanks or other treatment devices with final discharge into the soil below the natural soil elevation or elevated final grade and that is designed to receive sewage design flow of greater than 10,000 gallons per day.

Natural outlet means any outlet into a watercourse, pond, ditch, lake, or other body of surface water or groundwater.

³Cross reference--Definitions generally, § 1-2.

Normal domestic strength wastes means wastes which are characterized by a per capita discharge of 75 gallons per day at a loading of 3200 mg per liter BOD, ~~and 22500~~ mg per liter ~~total suspended solids~~ TSS, and 50 mg per liter FOGO & G.

O&G (also known as FOG) means oil and grease (or fat, oil and grease), a component of sewage typically originating from foodstuffs such as animal fats or vegetable oils or consisting of compounds of alcohol or glycerol with fatty acids such as soaps and lotions, typically expressed in mg/l. ~~(also known as FOG or fat, oil and grease.)~~ⁱ

Operation and maintenance means activities required to provide for the dependable and economical functioning of the treatment system, throughout the useful life of the treatment works, and at the level of performance for which the treatment works were constructed. Operation and maintenance includes replacement.

Other wastes means garbage, municipal refuse, decayed wood, sawdust, shavings, bark, lime, sand, ashes, oil, tar, chemicals, offal, and all other substances except sewage or industrial waste.

Passive maintenance means a maintenance program for community sewage treatment systems whereby the community in which the treatment system is situated is responsible for conducting operation, maintenance and replacement in a manner acceptable to the City.

pH means the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

~~*Public sewage treatment system* means any sewage treatment system owned or operated by a unit or agency of government.~~

Sanitary sewer means a sewer which carries sewage and to which stormwater, surface water, and groundwater are not intentionally discharged.

Sanitary waste means the liquid and water carried wastes discharged from sanitary plumbing facilities.

Sewer means a pipe or conduit for carrying sewage, industrial wastes or other waste liquids.

Sewer system means pipelines or conduits, pumping stations, forcemains, and all other devices and appliances appurtenant thereto, used for collecting or conducting sewage, industrial wastes or other wastes to a point of ultimate disposal.

Slug means any discharge of water, wastewater or industrial waste which in concentration of any given constituent, or in quantity of flow, exceeds for any period of duration longer than 15 minutes, more than five times the average 24 hour concentration or flow during normal operation.

State Disposal System (SDS) Permit means any permit including any terms, conditions and requirements thereof issued by the MPCA pursuant to M.S.A. § 115.07 for a disposal system as defined by M.S.A. § 115.01, subd. 8.

Suspended solids (TSS) means solids that either float on the surface of or are in suspension in water, sewage, or other liquids and which are removable by laboratory filtering in accordance with the latest edition of Standard Methods for the Examination of Water and Wastewater.

Toxic pollutant means the concentration of any pollutant or combination of pollutants which upon exposure to or assimilation into any organism will cause adverse affects as defined in standards pursuant to section 307(a) of the Clean Water Act.

Unpolluted water means clean water uncontaminated by industrial wastes, other wastes, or any substance which renders such water unclean or noxious or impure so as to be actually or potentially harmful or detrimental, or injurious to public health, safety, or welfare; to domestic, commercial, industrial or recreational uses; or to livestock, wild animals, birds, fish, or other aquatic life.

Wastewater facility means the structures, equipment, or processes required to collect, ~~carry-away~~ convey, and treat domestic and industrial-commercial wastes and dispose of the effluent. ~~by means of Treatment System.~~

(Ord 08-2010, § 12-1952, 9/21/10)

Sec. 12-19532. Connection to Individual Subsurface Septic Treatment System (ISTS) and Community Septic Treatment Systems.

- A. All improved properties not located in the Historic Village Sewage Treatment Service Area shall be connected to a compliant ISTS, per Minnesota Rules.

Sec. 12-19543. Applicability, Connection to Large Subsurface Treatment System (LSTS).

~~A.~~ This article shall apply and be in effect for the stated purposes within the "201" study-Historic Village Sewage Treatment Service Area, as shown in the Comprehensive Plan. Any property outside of the HVSTSA shall be connected to an individual subsurface sewage treatment system (ISTS) meeting the requirements of Section 12-83 of the Zoning Code ("Septic Permits") or to a cCommunity sewage treatment system approved under the authority of the City.

- A. The sewer permit fee and sewer connection charges shall be established by the City, as outlined in the City's fee schedule.

- B. At the time the LSTS becomes available to properties within the HVSTSA, the City Engineer shall contact the property owner in writing notifying them of the availability of the LSTS and requesting completion of a sewer permit and to schedule a connection. Properties previously connected to the "201" community sewage treatment system or with existing ISTS which are failing to adequately treat sewage, posing a hazard to the public health or otherwise deemed by the City to be non-complaint shall connect within 60 days from when the sewer becomes available.

- B.C. All properties located in the HVSTSA shall be connected to the LSTS no later than December 31, 2024.

- A.D. Properties within the HVSTSA where construction is proposed for a new structure with a building drain requiring sewage treatment shall not be granted final building permit approval without the issuance of a sewer permit to connect to the LSTS system.

- E. The size, slopes, alignment, materials of construction of a building sewer, and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling of the trench, shall all conform to the requirements of the state building and plumbing code or other applicable rules and regulations of the City. In the absence of code provisions or in the amplification thereof, the materials and procedures set forth in appropriate specifications of the American Society for Testing and Materials (ASTM) and Water Pollution Control Federation (WPCF) Manual of Practice No. 9, shall apply.

1. In the event a property owner shall fail to connect to a sewer in compliance with this Ordinance, an official ten (10) day notice shall be served instructing the affected property owner to make the connection. If no action is taken at that time, the City will have said connection made and shall assess the cost against the benefited property.

Sec. 12-1955. Inspections.

Inspections of ISTS, community systems, or connections to LSTS as required to determine compliance with this article shall be performed by the City Administrator or his/her agent under the following circumstances:

- A. Duly authorized employees of the City shall be permitted to enter all properties for the purpose of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this article. Those employees shall have no authority to inquire into processes including metallurgical, chemical, oil refining, ceramic, paper, or other industries except as is necessary to determine the kind and source of the discharge to the public sewer.
- B. The owner or occupant of a property shall be responsible to provide access at reasonable times, to the City Administrator or his/her agent, for the purpose of performing inspections required under this article.
- C. While performing the necessary work on private property as referred to in Subsection (A) of this section, the authorized employees of the City shall observe all safety rules applicable to the premises.

D. Fees for inspections, maintenance, or other services rendered under this article shall be as set by resolution of the City Council from time to time.

Sec. 12-195654. Enforcement

A. The City Administrator and his/her agent ~~City Clerk/Zoning Administrator~~ shall be responsible for administration and enforcement of this article.

B.A. ~~_____~~ The City Administrator ~~Clerk/Zoning Administrator~~ or his/her agent shall be qualified and certified by the MPCA as competent in the design, evaluation and inspection of ISTS and connections to LSTS individual on-site sewage treatment systems and, and shall carry a current individual sewage treatment system certificate and a current class CD operators certificate.

Sec. 12-195765. Appeals orand variance requests.

A. The City Council shall hear and decide appeals and review any order, decision or determination made by the City Administrator and his/her agent ~~clerk/Zoning Administrator~~ regarding the enforcement of this article.

B. The City Council shall hear and act upon all rate adjustment and variance requests.

C. Any appeal of an administrative decision or determination may be filed by any person, department, bureau, town, city, county, or state which is aggrieved by the decisions.

~~Sec. 12-1956. — Inspections.~~

~~Inspections as required to determine compliance with this article shall be performed by the City Administrator or his authorized agent under the following circumstances:~~

~~A. Duly authorized employees of the City shall be permitted to enter all properties for the purpose of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this article. Those employees shall have no authority to inquire into processes including metallurgical, chemical, oil refining, ceramic, paper, or other industries except as is necessary to determine the kind and source of the discharge to the public sewer.~~

~~B. The owner or occupant of a property shall be responsible to provide access at reasonable times, to the City Administrator or his/ agent, for the purpose of performing inspections required under this article.~~

~~C. While performing the necessary work on private property as referred to in Subsection (A) of this section, the authorized employees of the City shall observe all safety rules applicable to the premises.~~

~~D. Fees for inspections, maintenance, or other services rendered under this article shall be as set by resolution of the City Council from time to time.~~

Sec. 12-19587. Violations and penalties.

A. It is hereby declared unlawful for any person to violate any term or provision of this article. All violations and penalties of this Chapter shall following the procedures set forth in Chapter 1-13 of the City Code. Violation thereof shall be a misdemeanor. Each day that a violation is allowed to continue shall constitute a separate offense.

C. B. If no action or remedy is made regarding making a required connection to the LSTS, the City will make that connection to the LSTS and shall assess the cost of connection to benefitting properties.

~~D. Upon a violation or a threatened violation of this article, the City Administrator, in addition to other remedies, may request appropriate actions or proceedings to prevent, restrain, correct, or abate such violations or threatened violations and it shall be the duty of the City attorney to initiate such action.~~

~~E. — Any person found to be violating any provisions of this article shall be served by the City with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall within the time period stated in such notice permanently cease all violation.~~

~~F. Any person who shall continue any violation beyond the time limit provided for in the written notice shall be guilty of a misdemeanor and on conviction thereof shall be fined in the amount not exceeding \$700.00[MPI] for each violation. Each day in which any such violation shall continue shall be deemed a separate offense.~~

~~G. Any person violating any of the provisions of this article shall become liable to the City for any expense, loss or damage occasioned by the City by reason of such violation.~~

~~H. Any taxpayer of the City may institute mandamus proceedings in district court to compel specific performance by the proper official or officials of any duty required by this article.~~

Secs. 12-1958--12-1980. Reserved.

Subdivision II. Use of Public Sewage Treatment Systems

Sec. 12-1981. Unlawful surface discharge.

It shall be unlawful to discharge to any natural outlet within the City or any area under the jurisdiction of the City any sewage or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this article and the City's National Pollutant Discharge Elimination System(NPDES)/SDS permit.

Sec. 12-1982. Unlawful connection to public sewage treatment system, permit.

~~It shall be unlawful for any person to connect a building sewer to any public sewagethe large subsurface treatment system in the HVSTSA without first obtaining a sewer permit from the City. ~~The City shall permit new connections and flow increases only if there is additional available capacity in the particular public sewage treatment system being considered. No new construction will be permitted to connect for two years following start up of each public sewage treatment system.~~~~

~~Sec. 12-1983. Lawful connections to public sewers.~~

~~New connections will be allowed, with a city permit, according to the following conditions:~~

~~A. Where an existing on-site septic sewer system is failing and where the property in question has frontage on the public sewage treatment system is located in the HVSTSA, a new connection may shall be permitted if capacity is available in all components of the public sewage treatment system.~~

~~B. New connections to any current or futurethe public sewage treatment systems will be permitted for new construction if capacity is available in the particular public sewage treatment system over what is needed to accommodate all the existing structures.~~

~~C. New connections shall be constructed according to the specifications of the City's permit for such connection. The permit conditions for new building sewer connections to public sewage treatment systems shall be as follows:~~

~~1. Applications for permits shall be made by the owner or authorized agent and shall state the location, name of owner, street number of the building to be connected, and how occupied. No person shall extend any private building or property for which the service connection permit has been given. The application shall contain an acknowledgment by applicants that the system, although owned by the City, was designed by a professional engineer to specifications established by the City and state and federal government and was constructed primarily with state and federal funds as an accommodation to applicants who had failed septic systems and could not comply with septic standards in any other manner are limited due to the development density of the area.~~

~~2. All applicants shall also agree not to seek damages or indemnification from the City for loss or injury resulting from back-up or other functioning or nonfunctioning of the system, unless the City has failed or refused to comply with the maintenance standards contained in this article.~~

~~2.~~

3. ~~There shall be two classes of building sewer permits:
 - a. ~~For residential and commercial service~~[MP2]; and,
 - b. ~~For service to establishments producing~~ industrial[MP3] wastes.~~

~~In either case, the application shall be supplemented by any plans, specifications, or any other information considered pertinent in the judgment for the City. The industry, as a condition of permit authorization, must provide information describing its wastewater constituents, characteristics, and type of activity.~~

4. ~~All costs and expenses incidental to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the City from any loss or damage that may be directly or indirectly occasioned by the installation of the building sewer.~~
5. ~~A separate and independent building sewer shall be provided for every building, except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway. The building sewer from the front building may be extended to the rear building and the whole considered one building sewer. The City does not and will not assume any obligation or responsibility for damage caused by or resulting from any such connection aforementioned.~~
6. ~~Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the City to meet all requirements of this article.~~
7. ~~The size, slopes, alignment, materials of construction of a building sewer, and the methods to be used in excavating, placing of the pipe, jointing, testing, and backfilling of the trench, shall all conform to the requirements of the state building and plumbing code or other applicable rules and regulations of the City. In the absence of code provisions or in the amplification thereof, the materials and procedures set forth in appropriate specifications of the American Society for Testing and Materials (ASTM) and Water Pollution Control Federation (WPCF) Manual of Practice No. 9, shall apply.~~
8. ~~Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer. The property owner shall provide and maintain such lifting mechanism as required at no expense to the City.~~

D.A. ~~The fee for new connections shall be established by the City from time to time~~[BR4][DHS].

Sec. 12-1984. Unlawful discharge to LSTS public sewers.

No person shall discharge or cause to be discharged directly or indirectly any waste which, by volume or strength or nature, may harm the ~~wastewater treatment~~LSTS facility or cause obstruction to the free flow in sewers or endanger life or cause a nuisance.

A. No person shall discharge or cause to be discharged directly or indirectly any stormwater, groundwater, roof runoff, subsurface drainage, waste from on-site disposal systems, unpolluted cooling or processing water to ~~any sanitary sewer~~the LSTS except as permitted by the City.

A.B. ~~No person shall connect a sump pump to the LSTS. Unlawful connections shall be subject to penalty, per city's fee schedule.~~

B.C. ~~Stormwater and all other unpolluted water shall be discharged to a storm sewer if available or to the ground surface, and as allowed by MPCA. except that unpolluted cooling or processing water may be discharged to a storm sewer or natural outlet upon approval and the issuance of a discharge permit by the MPCA.~~

C.D. No person shall discharge or cause to be discharged directly or indirectly to any treatment system the following substances:

1. Any liquids, solids, or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the wastewater disposal system. Prohibited materials include, but are not limited to: gasoline, kerosene, naphtha, benzene, toluene, xylene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides, and sulfides.
2. Any water or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the wastewater treatment works.
3. Any water or waste having a pH lower than 5.5 or having any other corrosive property capable of causing damage or hazard to structures, equipment and people.

4. Solid or viscous substances, either whole or ground, in quantities or of such size capable of causing obstruction to the flow in the sewers, or other interference with the proper continuation of the wastewater facilities such as, but not limited to, ashes, cinders, disposable diapers, glass grinding or polishing wastes, stone cuttings or polishing wastes, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails, sanitary napkins, paper dishes, cups, milk containers, and other paper products.
5. Noxious or malodorous liquids, gases, or substances which either singly or by interaction with other wastes are sufficient to create a public nuisance or hazard to life or are sufficient to prevent entry into the sewers for their maintenance or repairs.
6. Water or wastes containing substances which are not amenable to treatment or reduction by the sewage treatment processes employed, including wastes which may adversely affect⁴ the permeability of soils, such as dairy products and blood.

D. No person shall discharge or cause to be discharged directly or indirectly the following described substances to ~~the LSTSany public sewers~~ unless in the opinion of the City such discharge will not harm the wastewater facilities, nor cause obstruction to free flow in ~~sewersthe LSTS~~, nor otherwise endanger life, limb, or public property, nor constitute a nuisance. In forming its opinion as to the acceptability of the wastes, the City may give consideration to such factors as the materials or construction of the sewers, nature of the sewage treatment process, capacity of the sewage treatment facilities, the City's SDS permit, and other pertinent factors. The City may make such determination either on a general basis or as to discharges from individual users or specific discharges, and may prohibit certain discharges from individual users because of unusual concentrations or combinations which may occur. The substances ~~prohibited~~ ~~are~~ ~~include~~:

1. Any liquid or vapor having a temperature in excess of 150 degrees Fahrenheit (65 degrees Celsius).
2. Any water or waste containing fats, wax, grease, or oils, whether emulsified or not, in excess of ~~5+00~~ milligrams per liter or containing substances which may solidify or become viscous at temperatures between 32 and 150 degrees Fahrenheit (0 and 65 degrees Celsius). Any garbage that has not been ground or comminuted to such degree that all particles will be carried freely in suspension under flows normally prevailing in the public sewers, with no particles greater than one-half inch in any dimension. Commercial sources shall have a grease interceptor internal or external prior to discharge. O & GFOG must be intercepted prior to discharge.
3. Any water or wastes containing strong acid, iron pickling wastes, or concentrated plating solutions, whether neutralized or not; substances not intended for use in household cleaning, including but not limited to solvents, pesticides, flammables, photo finishing chemicals, paint, and dry-cleaning chemicals, and medicines.
- ~~3.4.~~ Chemically treated hot tub and all pool water; floor drains from garages.
- ~~4.5.~~ Any water or wastes containing phenols or other taste or odor producing substances which constitute a nuisance or hazard to the structures, equipment, or personnel of the sewage works, or which interfere with the treatment required to meet the requirements of the state or federal government, or any other public agency with proper authority to regulate the discharge from the sewage treatment plant.
- ~~5.6.~~ Any radioactive wastes or isotopes of such half-life or concentration that they are not in compliance with regulations issued by the appropriate authority having control over their use or may cause damage or hazards to the treatment works or personnel operating it.
- ~~6.7.~~ Any water or wastes having a pH in excess of 9.5.
- ~~7.8.~~ Materials which exert or cause:
 - a. Unusual concentrations of suspended solids, (such as, but not limited to, Fuller's earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride or sodium sulfate).
 - b. Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions).
 - c. Unusual BOD or chemical oxygen demand in such quantities as to constitute a significant load on the wastewater treatment facilities.
 - d. Unusual volume of flow or concentration of waste constituting a slug.

Sec. 12-1985. Pretreatment, control and refusal of extraordinary wastes.

A. If any water or wastes are discharged, or are proposed to be discharged directly or indirectly to the ~~LSTSpublic~~ ~~sewers~~, which water or wastes do not meet the standards set out in or promulgated under this section, or which in the judgment of the City may have a deleterious effect upon the treatment facilities, processes, equipment, or receiving waters or which otherwise create a hazard to life, or constitute a public nuisance, the City may take all or any of the following steps:

⁴ Amendment 02-2009, 4/21/2009

1. Refuse to accept the discharges.
 2. Require control over the quantities and rates of discharge.
 3. Require pretreatment to an acceptable condition for the discharge to the public sewers.
 4. Require payment to cover the added cost of handling or treating the wastes.
- B. The design and installation of a plant or equipment for pretreatment or equalization of flows shall be subject to the review and approval of the City, and subject to the requirements of 40 CFR 403, entitled Pretreatment Standards, and the state pollution control agency.
1. Grease, oil, and mud interceptors shall be provided when they are necessary for the proper handling of liquid wastes containing floatable grease in excessive amounts, as specified in Section 12-1984, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the City and shall be located as to be readily and easily accessible for cleaning and inspection.
 2. Where preliminary treatment, flow equalization, or interceptors are required for any water or waste, they shall be effectively operated and maintained continuously in satisfactory and effective condition by the owner at his expense and shall be available for inspection by the City at all reasonable times.
 3. When required by the City, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable control structure together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling, and measurement of the wastes. Such structure and equipment, when required, shall be constructed at the owner's expense in accordance with plans approved by the City and shall be maintained by the owner so as to be safe and accessible at all times.
 4. All measurements, tests, and analyses of the characteristics of water and waste to which reference is made in this article shall be determined in accordance with 40 CFR 136 Guidelines Establishing Test Procedures for the Analysis of Pollutants; the latest edition of Standard Methods for the Examination of Water and Wastewater and shall be determined at the control structure provided, or upon suitable samples taken at such control structure. If no special structure has been required, the control structure shall be considered to be the nearest downstream manhole in the public sewer from the point at which the building sewer is connected. Sampling shall be carried out by customarily accepted methods to reflect the effluent constituents and their effect upon the treatment works and to determine the existence of hazards to life, health and property. Sampling methods location, times, durations, and frequencies are to be determined on an individual basis subject to approval by the City.
 5. The owner of any property serviced by a building sewer carrying industrial wastes shall, at the discretion of the City, be required to provide laboratory measurements, tests, and analyses of waters or wastes to illustrate compliance with this article and any special condition for discharge established by the City or regulatory agencies having jurisdiction over the discharge. The number, type, and frequency of sampling and laboratory analyses to be performed by the owner shall be as stipulated by the City. The industry must supply a complete analysis of the constituents of the wastewater discharge to assure that compliance with the federal, state, and local standards are being met. The owner shall bear the expense of all measurements, analyses and reporting required by the City. At such times as deemed necessary the City reserves the right to take measurements and samples for analysis by an outside laboratory.
 6. New connections to the sanitary sewer system shall be prohibited unless sufficient flow capacity is available in all downstream facilities.
 7. No statement contained in this section shall be construed as preventing any special agreement or arrangement between the City and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the City for treatment, subject to payment therefore by the industrial concern, providing that national categorical pretreatment standards and the City's NPDES and/or state disposal system permit limitations are not violated.

Secs. 12-1986--12-2005. Reserved.

Subdivision III. Use of Individual Sewage Treatment Systems⁵

Sec. 12-2006. Reserved.⁶

⁵Cross reference—Buildings and building regulations, § 12-1771 et seq.

⁶Ord 08-2010, § 12-2006, 9/21/2010

Secs. 12-2007--12-2040. Reserved.

Subdivision IV. Maintenance

Secs. 12-2041 – 12-2044. Reserved.⁷

Secs. 12-2045 -- 12-2075. Reserved.⁸

DIVISION 3. SEWAGE TREATMENT⁹

Secs. 12-2076 -- 12-2200. Reserved.

DIVISION 4. WASTEWATER SERVICE CHARGE SYSTEM

Subdivision I. Charges Established.

1. Sewer Utility Charge. The City of Afton hereby establishes a Wastewater Service-Sewer Utility Charge System whereby revenue collected from users of the LSTS wastewater treatment facilities will be used to offset all expenditures incurred for administration, annual operation and maintenance and equipment replacement.
2. Sewer Connection Charge. The City of Afton hereby establishes a Sewer Connection Charge whereby a one-time connection fee will be collected from new properties to cover the costs related to capital investments in the LSTS. New properties shall include any properties connected to the LSTS that were not originally assessed for the construction, including those newly created lots through lot split or subdivision.

~~Sec. 12-2201. User Categories.~~

~~Users of the "River Road 201" wastewater facilities Historic Village Sewage Treatment service area of the City of Afton shall be classified into one of the following categories:~~

~~A. Residential User~~

~~B. A. Seasonal Commercial User~~

Sec. 12-2202. Equivalent Residential Units.

Wastewater charges will be established based on Equivalent Residential Units (ERU). One ERU is defined as a unit of wastewater volume of 24025 gallons per day with a theoretical waste strength of 3200 mg/l of BOD₅ and 20025 mg/l of ~~total suspended solids~~ TSS, and 50 mg/L FO&G. The assignment of ERUs will be made by the City. Seasonal-Commercial properties will have multiple units as identified by the City Administrator or his/her agent City Clerk/Zoning Administrator or his agent will have a value of sixty percent (60%) of an equivalent year round unit.

~~A. Equivalent Residential Units at a volume of 24025 gallons per day Normal Domestic Strength Wastewater will be assigned by the City according to the following table to residential parcels.~~

Sewage Flows		
No. of Bedrooms	in gal. per day	ERUs
1-2	225	1.0
3	300	1.3

⁷Ord 08-2010, § 12-2041 through 12-2044, 9/21/2010

⁸Ord 1997-9, 1/13/98

⁹Ord 1997-9, 1/13/98; Ord 08-2010, § Article IX, Division 3, 9/21/10

4	375	1.7
5	450	2.0
6	525	2.3
7	600	2.7

~~Non-residential users shall be assigned ERUs according to ESTIMATES OF COMMERCIAL, INDUSTRIAL, AND RECREATIONAL WASTEWATER FLOWS as printed in the City of Afton [Historic] Village EU Map on file with the City Clerk. On Site Sewage Treatment Manual, which is printed annually by the University of Minnesota Agricultural Extension Service and the Minnesota Pollution Control Agency.~~

~~B.A.~~ Users may appeal the number of ERUs assigned to a particular connection by installing and maintaining, at their own expense, water meters of a type approved by the City. Such meters shall be equipped with remote registering recorders located at an accessible site on the owner's¹⁰ property.

~~C.B.~~ The City may, at its discretion require non-residential users to install water meters for the purpose of determining wastewater volume. The City may require residential-connections to install water or wastewater meters within the HVSTSA as part of a comprehensive program to install meters ~~throughout the City's water system~~. When so required, such meters shall be of a type approved by the City and equipped with remote registering recorders, and located at an accessible site on the owner's property.

Sec. 12-2203. Annual User Charge Rates.

~~In accordance with Federal and State requirements, each user will be notified annually at the beginning of each calendar year of the User Charge Rates attributed to wastewater treatment services. At the beginning of each calendar year, the city will update its user charge rates as part of the city Fee Schedule approval.~~

Sec. 12-2204. Records.

In accordance with Federal and State requirements, the City Administrator will be responsible for maintaining all records necessary to document with the Wastewater Service Charge System adopted.

Secs. 12-2205-12-2210. Reserved.

Subdivision II. Determination of Charges.

Sec. 12-2211. Recovery of Costs.

It is the intent of this Ordinance that the wastewater service charges shall cover the costs of operating and maintaining the wastewater systems, and that costs are recovered from all users in a proportionate manner. The City shall maintain a proper system of accounts suitable for determining the operation and maintenance and equipment replacement costs of the collection and treatment facilities. These costs shall be reviewed at regular annual intervals. The City shall determine whether or not sufficient revenue is being generated for the effective operation and maintenance and management of the wastewater system, and that user charges are being distributed proportionately to all users. Any inequities and/or shortages shall be corrected by adjusting the rates accordingly by resolution of the City.

~~**Sec. 12-2212. Determination of User Charge.**~~

~~All users shall be charged an semi-annual wastewater service charge in accordance with the methodology described below:~~

~~$$\frac{Cs/ERU = Com + Cr}{No. of Eru's}$$~~

~~Where Cs = Wastewater Service Charge per year
Com = Operation and Maintenance Charge per year
Cr = Equipment Replacement Charge per year~~

~~[DH7]~~

¹⁰ Amendment 02-2009, 4/21/2009

Sec. 12-2212~~3~~. ~~Semi-Annual~~ Fees and Payments.

All users of the wastewater treatment facilities shall be charged semi-annually for sewer service based on the number of equivalent residential units assigned ~~to each and based on whether the unit is seasonal or year-round~~. Payment shall be rendered in full within 30 days of the billing date.

Sec. 12-2214. Septic Tank Effluent Pumping Surcharge.

An additional fee shall be charged to users of the community sewage treatment system who, for whatever reason, require septic tank pumping more frequently than once in two years. The surcharge for such frequent pumping shall be at the same rate, either per tank or per gallon, as established by contract for the routine pumping of each septic tank on the community sewage treatment system.

Sec. 12-2215. Fees for Unusual Wastes.

If a user discharges ~~toxic pollutants or~~ wastes of unusual strength or character to the treatment facilities which cause or increase the operation and maintenance costs, he/she shall be ordered either to install pretreatment facilities or pay for the extra costs of treating the wastes. This decision will be made by the City, prior to ~~at~~ the time the user begins to discharge extra strength wastes.

Sec. 12-2216. Toxic or Incompatible Waste Clean-Up.

Any additional costs caused by discharges to the treatment works of toxics or other incompatible wastes, including the costs of restoring wastewater treatment services, clean-up and restoration of ground and surface water and environs, and sludge disposal, shall be borne by the discharger(s) of said wastes, at no expense to the City.

Sec. 12-2217. Establishment of Special Accounts.

The City hereby establishes a Wastewater Service Fund into which all revenue collected from users will be deposited for disbursements into the general operating fund and the replacement fund. For the purpose of community and cost accounting records, this fund is designated as an income account. Revenue sufficient to insure adequate replacement shall be held in the replacement fund separate from the operation and maintenance fund proportionately to each fund.

Secs. 12-2218 – 12-2225. Reserved.

Subdivision III. Administration.

Sec. 12-2226. Applicability of Wastewater Service Charge System.

This Ordinance shall apply and be in effect for the stated purposes within the ~~“201” study areas~~ Historic Village Sewage Treatment service area in the City of Afton.

Sec. 12-2227. Enforcement.

A. The City Administrator shall be responsible for administration and enforcement of this Ordinance.

B. The City Administrator or his/her agent shall be qualified and certified by the MPCA as competent in the design, evaluation and inspection of the following sewage treatment systems as overseen or regulated by the City:

a. ~~a-Large Subsurface/Sewage Treatment Systems, and shall carry a current Large Subsurface/Sewage Treatment System certificate and a current class C operators certificate.~~

b. ~~i~~Individual on-site sewage treatment systems, and shall carry a current Individual Sewage Certificate and a current Class D Operations Certificate.

~~a-c. Public-Community Sewage Treatment Systems if any are established in the future.~~

Sec. 12-2228. Appeals and Variances.

A. The City shall hear and decide appeals and review any order, decision or determination made by the City Administrator regarding the enforcement of this Subdivision.

- B. The Board of Adjustment & Appeals shall hear and act upon all rate adjustment and variance requests.
- C. Any appeal of an administrative decision or determination may be filed by any person, department, bureau, town, city, county, or state which is aggrieved by a decision.

~~Sees. 12-2229 – 12-2235. Reserved.~~

Subdivision IV. Failure to Make Payment Enforcement.

Sec. 12-2236. Violations and Penalties.

Any bill not paid four (4) weeks after date of billing shall be declared delinquent and a past-due notice shall be issued to the billed party. The past-due notice shall contain an additional charge to cover the costs of the rebilling. Additional delinquent notices including their respective charges shall be sent at eight (8) and twelve (12) weeks after the billing date. Should a bill still be delinquent after one hundred twenty (120) days, the City may elect to take the following actions.

- A. Whenever wastewater service charge bills become delinquent, the amount due shall be certified to the County Auditor for inclusion with the following year's tax statement.
- B. Lien. Whenever wastewater treatment bills become delinquent the same shall become and constitute a lien upon the real estate to which sewer service is supplied. Statements rendered for such charge shall be deemed notice to all parties, whether or not the person charged with the statement is the property served. The claim for lien shall be made in the¹¹ form of a sworn statement setting forth:
 - 1. a description of the real estate, sufficient for the identification thereof, upon or for which the sewage service was supplied;
 - 2. the amount of money due for such sewage service; and
 - 3. the date or dates when such amount or amounts became delinquent. If all amounts shown due remain unpaid after recording as provided by state statutes, the City may foreclose the lien in the same manner and with the same effect as the foreclosing of mortgages on real estate.

~~B.C.~~ Civil Action. In the alternative of levying a lien, the City may, at its discretion, file ~~suite~~ in a civil action to collect such amounts as are delinquent and due against the occupant or user of the real estate and shall collect, as well, all attorney's fees incurred by the City in filing the civil action. Such attorney's fees shall be fixed by order of the court.

Sec. 12-2237. Interest on Unpaid Balances.

In addition to all penalties and costs attributable and chargeable to recording notices of the lien or filing a civil action, the owner or user of the real estate being served by the treatment works shall be liable for interest upon all unpaid balances at the rate ~~set forth in the City's Fee Schedule, of twelve percent (12%) per annum.~~

Sec. 12-2238. Permit Revocation and Service Disconnection.

The City reserves the right to revoke discharge permits and to disconnect service to any user whenever wastewater treatment becomes unacceptable or negatively impact the LSTS. ~~???~~ delinquent.

Sec. 12-2239. Effective Date.

This Ordinance takes effect upon passage and publication.

Sec. 12-2240 – 12-2300. Reserved.

¹¹ Amendment 02-2009, 4/21/2009



Memorandum

To: *Honorable Mayor and City Council, City of Afton*
From: *Diane Hanke, PE, City Engineer*
Date: *August 18, 2015*
Re: *August Engineering Staff Report
WSB Project No. 1856-450*

1. Road Repair Projects

a. 2015 Crack Fill & Seal Coat Project

Crack Fill: The following quotes were received for crack fill improvements within the south part of the City (see attached location map). Completion date is September 30, 2015. Enclosed quotes.

	Contractor	Crack Fill Improvements
	Gopher State Sealcoat Inc.	\$28,956.00
	Astech Corp.	\$41,747.44

Seal Coat: Staff has solicited quotes to provide seal coat improvements along 32nd Street and Pateley Bridge Avenue (utilizing the remaining seal coat rock stock pile at the garage). Note both crack fill contractors said these roads are beyond crack fill repair. Completion date is September 30, 2015. Enclosed quote.

	Contractor	Seal Coat Improvements
	Allied Blacktop Company	\$21,438.00

Skim Patch: The following quote was submitted to Public Works to skim patch poor areas along 32nd Street and Pateley Bridge Avenue. Completion date September 30, 2015.

	Contractor	Crack Fill Improvements
	TriCounty	\$18,000.00

Staff recommends, at a minimum, the crack filling project and either the seal coat or skim patch on 32nd Street and Pateley Bridge Avenue.

Action: Award Crack Fill project to Gopher State Sealcoat Inc. and consider award of seal coat or skim patch.

b. 15th Street Culvert Replacement

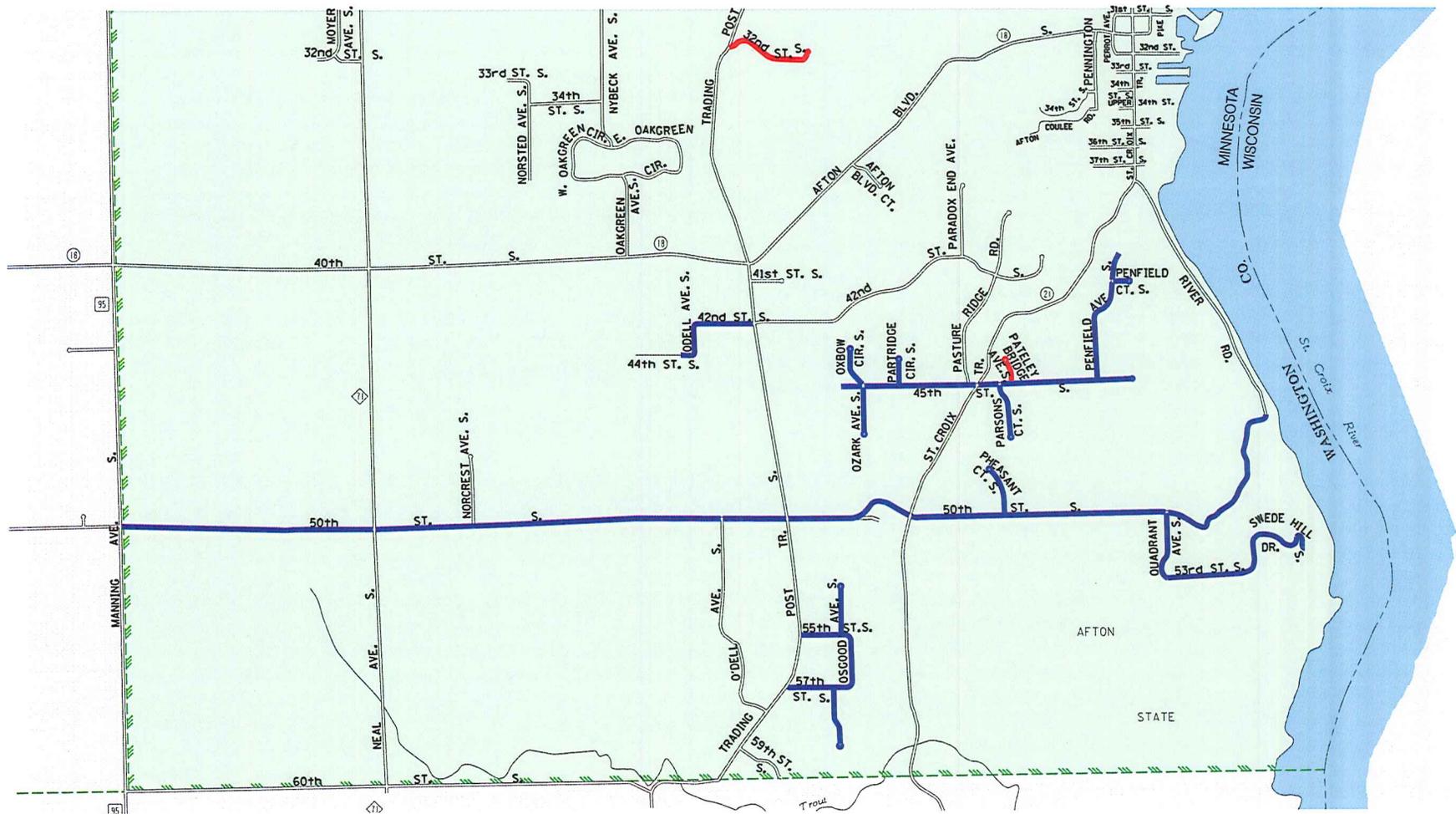
There is a culvert pipe failure on 15th Street. Public Works has received quotes to replace the pipe. The pipe is ~ 36 inch diameter and 48 feet long. TriCounty provided the following quote for consideration.

Concrete pipe	\$12,000
Steel pipe	\$10,000

Staff recommends installing the concrete pipe as it will last longer and thus is more cost effective.

Action: Award culvert replacement project to TriCounty for concrete pipe in the amount not to exceed \$12,000.

If you have any questions, please contact me at 651-286-8479 or dhankee@wsbeng.com.



— Seal Coat
— Crack Fill

2015 Crack Fill & Seal Coating Project
 for the City of
 Afton, Minnesota




 477 Temperance Street
 St. Paul, MN 55101
 Tel: (651)226-8450 • Fax: (651)286-8488
 weborg.com
 engineering • planning • environmental • construction



K:\01856-450\Cad\Plan\Figure-01.dgn

Bidder: <u>Allied Blacktop Company</u>	
Address: <u>10503 89th Ave N</u>	Telephone No.: <u>763 425-0575</u>
City, State, Zip: <u>Maple Grove MN 55369</u>	Fax No.: <u>763 425-1046</u>

QUOTE FORM
2015 SEAL COAT IMPROVEMENT PROJECT
CITY OF AFTON, MN
WSB PROJECT NO. 1856-49

No.	Mat. No.	Item	Units	Quantity	Unit Price	Total Price
1	2356.604	SEAL COAT AGGREGATE FA-2 (OWNER SUPPLIED)	SY	5,900	\$ <u>1.35</u>	\$ <u>7,965.00</u>
2	2356.604	SEAL COAT AGGREGATE FA-2 (CONTRACTOR SUPPLIED)	SY	2,040	\$ <u>1.35</u>	\$ <u>2,254.00</u>
3	2536.605	BITUMINOUS MATERIAL FOR SEAL COAT (CRS-2P)	SY	7,940	\$ <u>1.35</u>	\$ <u>10,719.00</u>
GRAND TOTAL BID						\$ <u>21,438.00</u>

If a corporation, what is the state of incorporation? Minnesota

If a partnership, state full name of all co-partners

Official Address 10503 89th Ave N
Maple Grove MN 55369

Firm Name Allied Blacktop Company

By Peter M Capistrant
(An Authorized Signature)

Date: JULY 8, 2015

Peter M Capistrant, President

Bidder: <u>Cropher State Sealcoat Inc.</u>	
Address: <u>12519 Rhode Island Ave</u>	Telephone No.: <u>952-931-9189</u>
City, State, Zip: <u>Savage, MN 55378</u>	Fax No.: <u>952-931-0956</u>

QUOTE FORM
 2015 CRACK FILL IMPROVEMENT PROJECT
 CITY OF AFTON, MN
 WSB PROJECT NO. 1856-49

No.	Mat. No.	Item	Units	Quantity	Unit Price	Total Price
1	2331.619	BITUMINOUS CRACK SEAL - FURNISH AND INSTALL	RDST	508	<u>\$57.⁰⁰</u>	<u>\$28,956.⁰⁰</u>
GRAND TOTAL BID						<u>\$28,956.⁰⁰</u>

If a corporation, what is the state of incorporation? Minnesota

If a partnership, state full name of all co-partners

Official Address
12519 Rhode Island Ave
Savage, MN 55378

Firm Name
Cropher State Sealcoat Inc.

Date: 8-11-2015

By: Craig Olson
 (An Authorized Signature)

Bidder: Asphalt Surface Technologies Corporation a/k/a ASTECH Corp.	
Address: P. O. Box 1025	Telephone No.: 320-363-8500
City, State, Zip: St. Cloud, MN 56302	Fax No.: 320-363-8700

QUOTE FORM
2015 CRACK FILL IMPROVEMENT PROJECT
CITY OF AFTON, MN
WSB PROJECT NO. 1856-49

No.	Mat. No.	Item	Units	Quantity	Unit Price	Total Price
1	2331.619	BITUMINOUS CRACK SEAL - FURNISH AND INSTALL	RDST	508	\$82.18	\$ 41,747.44
GRAND TOTAL BID						\$ 41,747.44

If a corporation, what is the state of incorporation? Minnesota

If a partnership, state full name of all co-partners

Official Address
P. O. Box 1025
St. Cloud, MN 56302

Date: August 11, 2015

Firm Name Asphalt Surface Technologies Corporation aka ASTECH Corp.
By Mary L. Popp
(An Authorized Signature)
Mary L. Popp, Vice-President

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date August 18, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: August 12, 2015
Re: 3918 and 3904 River Road Wash-Out Update

The property owners at 3918 and 3904 River Road have been working with the City staff, the City Engineer and the Valley Branch Watershed District (VBWD) regarding repairs for a substantial washout on a steep slope adjacent to River Road. There may be some funding available through the VBWD. If there is new information to provide to the Council regarding a proposed solution and/or the availability of funding, an update will be provided.

Council Action Requested

Any action required would be based on information regarding a proposed solution.

Meeting Date August 18, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorese, City Administrator
Date: August 12, 2015
Re: Don Barrett and Jesse Wilcox Request to Allow Existing structures that are in Violation of the City Code to Remain on the Property at 14725 Afton Boulevard

Don Barrett has provided the attached partial history of 14725 Afton Boulevard S. outlining the history of ownership and of the construction of two accessory buildings on the property. The property is 9.67 acres. The property has three structures – an older house, a newer structure that is a separate dwelling unit, and a large pole building. The second dwelling unit is in violation of City Code, and the combined size of the two accessory buildings exceeds the allowed amount of accessory building square footage. Mr. Barrett purchased the property in 2008, with all of the existing buildings in place. The property was sold to Mr. Wilcox in 2013. The two are involved in a conflict regarding the status and use of the newer dwelling unit structure. They are requesting that the City Council provide relief by allowing the buildings to remain as-is.

Background

Staff's understanding regarding the structures on the property is based on a review of the property file. The property originally included the older house and a detached garage of a similar age. In 2004, the owner prior to Mr. Barrett requested permission to build the pole barn. Because the pole barn would have caused the total size of accessory buildings to be greater than allowed, the former owners provided a handwritten letter indicating they would build a living space that would connect the detached garage to the older house, making them both one principal structure. The letter and a plan for the connection are attached. While the pole barn was built, the connection of the house and garage was never built, causing the pole barn to be nonconforming. Sometime later, the former owner also razed the detached garage and replaced it with a second dwelling unit structure. This was apparently done without a building permit and without the knowledge or approval of the City. Mr. Barrett purchased the property with these nonconformities, and sold it to Mr. Wilcox with the same nonconformities.

The newer dwelling unit structure is attached to the principal structure by a retaining wall that is connected to the foundation of both structures. There is no connection by a roof. Please see the attached photos. There is a deck with a pergola that connects the two structures. Mr. Barrett is requesting clarification regarding whether the structure with the dwelling unit can be considered to be a part of the principal structure. Attached is a memo from the May 20, 2014 Council meeting regarding standards for determining when a structure is considered a part of the principal structure. From staff's perspective, the lack of a roof with enclosed finished space beneath it connecting the two structures, and the distance between the two structures, makes them separate structures.

The second dwelling unit is in violation of City Code, unless the two buildings are joined in a way that enables the second dwelling unit to meet the City's standards for a guest apartment (mother-in-law apartment). Otherwise the second dwelling unit would need to be remodeled to eliminate its use as a separate dwelling unit. The standards for a guest apartment are as follows:

- No rental.
- No separate utilities.
- No separate entrance.
- No lockable door between the guest apartment and the main area of the house.
- No fire separation between the guest apartment and the remainder of the dwelling.
- The non-rental guest apartment is intended for use only by family members and/or those caring for family members.

Council Action Requested

Motion regarding the request to allow the existing structures and uses to remain on the property at 14725 Afton Boulevard S.

Partial History of 14725 Afton Blvd South, Afton, MN

1. 19xx Simonsons purchase property.
2. 4/19/04 permit application, with variance granted, pole shed constructed. (see attachment 1)
3. 5/5/04 Simonsons give letter to City stating they will connect garage and home, provide drawing. (see attachment 2)
4. 2006, per WA county website; Simonsons take down garage and build new structure without permit.
5. 6/9/08 Barretts purchase property after being told by listing realtor the property meets code as arbor connects the 2 structures.
6. 7/17/13 Barretts sell to Wilcox's and provide same information.
7. 1/29/14 Wilcox meets with Ron and Dewayne on plan to remodel old house; both concerned with guest house – needs to be one home not to code...
8. 12/02/14 Wilcox told by two local banks cannot refinance as property is not up to Afton code;
From PenFed bank:
There are two houses on site. It was originally a house and a garage. The owner finished the garage and then converted it into a complete second home.

The appraiser states per the City of Afton this is an illegal structure.

Please advise if you have a work permit for converting the garage into a second home. If so please forward the work permit to Penfed --- DOES NOT EXSIST
9. 1/28/15 Wilcox's approach City re permit to remodel main home and told second structure does not meet code. Reviewed by city attorney stated the property could not be grandfathered; as it was constructed without permit after the city code was adopted.
10. 2/26/15 Wilcox's told by local realtor he would not list property without disclaimer, as property does not comply with city code.

11. 3/15/15 Wilcox's inform Barrett's of code issue seeking compensation to bring property into code as City instructed them to make significant changes to property, connect or remove one structure.

Barrett's relied on information from Simonson's through their realtor, relayed this to the Wilcox's and both now find the property is in violation of code and has been since 2006. Barrett's sold in good faith and Wilcox's purchased in good faith. Wilcox's approached City in good faith to request permit in accordance with code.

Barrett's and Wilcox's request the City to grant a perpetuate variance for two structures and pole shed, be grandfathered in, or make necessary changes in code, such as Section 12-200, to make this situation right, with the property meeting code and the Wilcox property marketable for them and future buyers.

Area 9.67
Address 14725 AFTON BLVD S
Owner WILCOX JESSE L & JENNY C
Class Residential



age 9.67
Address 14725 AFTON BLVD S
Owner WILCOX JESSE L & JENNY C
Class Residential







Brad & Kayl Simonson

14725 Afton Blvd.

Afton, mn 55#001

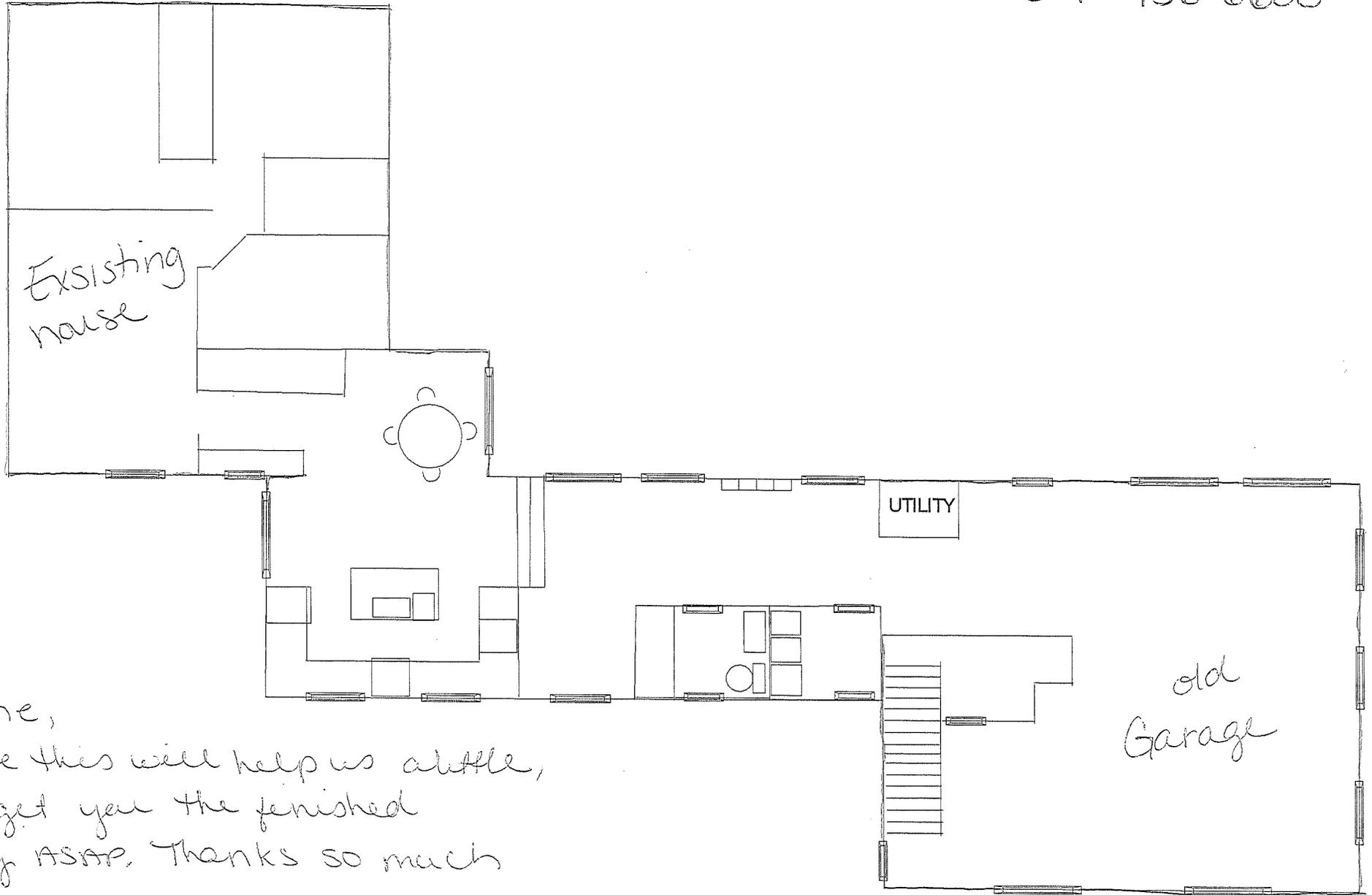
657 436-6600

We will be attaching the existing garage to an existing house making it one liveable residence.

Kayl Simonson
5-5-04

Done
2004

Brad & Kayl
14725 Afton Blvd.
651 436-6600



Duane,
I hope this will help us a little,
I'll get you the finished
copy ASAP. Thanks so much

Kayl
Brad Cell 755-0736

Meeting Date May 20, 2014

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: May 9, 2014
Re: Standards Regarding Detached Structure vs. Principal Structure

Reference
from
2014

Background

At its March 3, 2014 meeting, the Planning Commission discussed standards for determining whether a structure is an accessory structure or is considered to be a part of a principal structure. One factor considered is whether a breezeway connection between a detached structure and a principal structure would make an accessory structure part of the principal structure. At its April 7 meeting, the Planning Commission directed staff to survey other cities to determine how they address the detached structure vs. principle structure issue.

Survey Results

Staff contacted the Cities of Lake Elmo and Forest Lake regarding how they determine whether a structure is treated as an accessory structure or as part of the principal structure. In Lake Elmo, a breezeway connection is generally considered to make a structure part of the principal structure. However, they address these on a case-by-case basis, and will not allow it if the property owner is clearly using the breezeway only to get around the accessory structure requirements. The "breezeway" structure needs to be covered, and structurally attached to the principal structure. Some breezeways have been allowed without walls.

Lake Elmo considers a structure to be a part of the principal structure if it is located within six feet of the principal structure. Lake Elmo does not include a first floor deck in determining the six foot distance. A structure that is within six feet of a ground-level deck, but farther than six feet from the remainder of the principal structure, would not be considered to be part of the principal structure.

In Forest Lake, a breezeway connection can make a structure part of the principal structure, but the breezeway is required to be fully enclosed. Forest Lake considers a structure to be a part of the principal structure if it is located within six feet of the principal structure. They consider a deck to be part of the principal structure, whether it is a ground level deck or a second floor deck. If an accessory structure is located within six feet of a deck it is considered to be part of the principal structure.

Existing Code Sections

The following are the current code sections related to principal and accessory structures.

Section 12-187. E. A building shall be considered an integral part of the principal building if it is located six feet or less from the principal building. The exterior design and color shall be the same as that of the principal building and the height shall not exceed the height of the principal structure.

MN Bldg Code
has changed
to three feet.

Section 12-55. Definitions:

Accessory Structure means a subordinate building or structure which is located on the same lot as the main building and the purpose of which is incidental to that of the principal building.

Building means any structure, either temporary or permanent, having a roof, and used or built for the shelter or enclosure of any person, animal, or chattel of property of any kind. When any portion thereof is completely separated from every other part thereof by division walls from the ground up, and without openings, each portion of such building shall be deemed a separate building.

Principal Structure or use means one which determines the predominant use as contrasted to accessory use or structure

Standards

The following are standards the Planning Commission considered at its May 5 meeting.

→ MN Bldg code has changed to three feet.

- Section 12-187. E. A building shall be considered an integral part of the principal building if it is located **six feet or less** from the principal building. The exterior design and color shall be the same as that of the principal building and the height shall not exceed the height of the principal structure.
- If an accessory structure is structurally attached to a principal structure by a breezeway that has a roof and is fully enclosed, the accessory structure is generally considered to be a part of the principal structure.

Planning Commission Recommendation

The Planning Commission discussed the standards listed above and agreed that a breezeway does not generally make a detached structure part of the principal structure, and unique situations can be addressed on a case-by-case basis. The Commission recommended that the current ordinance language remain unchanged.

COUNCIL ACTION REQUESTED:

No Action Required if the Council supports the Planning Commission's recommendation

Meeting Date August 18, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: August 12, 2015
Re: Use of House on Wastewater Treatment Site as Setting for Movie Production

MindsPath Media, a low budget movie production company focused on the horror film genre, has requested the ability to use the vacant house on the wastewater treatment site for several scenes of a movie production during the Labor Day Weekend. The company has already used the entrance to the Lake St. Croix Beach City Hall for other scenes in the movie. Lake St. Croix Beach collected a deposit to cover possible damages. The production company will pay the cost of the City Attorney drafting an agreement that protects the city in the case of damage to the house and injury to the cast and crew. Limits should also be placed on the time of day the house can be used. The Deputies should also be notified and requested to monitor the site periodically, and the neighboring property owners should also be notified. Because the company will be moving furniture, etc. into the house for the scenes, they would like to have a person stay in the house overnight for security.

Council Action Requested

Motion regarding the use of the house on the wastewater treatment site by Mindspath Media as a setting for a movie production, with conditions as deemed necessary.

Meeting Date August 18, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: August 12, 2015
Re: Tree Removal On Cartway

The City owns a cartway off of Afton Boulevard S. (see attached map). There is a large cottonwood tree on the cartway property that is leaning toward the garage on the property at 14933 Afton Boulevard. If the tree was to fall, it would cause extensive damage to the garage. It is recommended the tree be removed. Staff has obtained the attached three price quotes for the removal. Two of the quotes have separate costs for dropping the tree and removing the tree. One price quote, from SavATree, has one price for taking down the tree to a 20 foot standing stub and removing all cut debris. The SavATree price quote is the lowest cost for both dropping the tree and removing the debris. Because the tree is very large, it is recommended the debris be removed. Staff is recommending the price quote from SavATree, in the amount of \$1,340, be accepted.

Council Action Requested

Motion regarding the acceptance of a price quote for the dropping and removal of the large cottonwood tree on the cartway off Afton Boulevard S.

Wedam Enterprises/Xtreme Tree Shark

N9139 Cty Road K
 Boyceville, WI 54725
 715/308-3212

Estimate

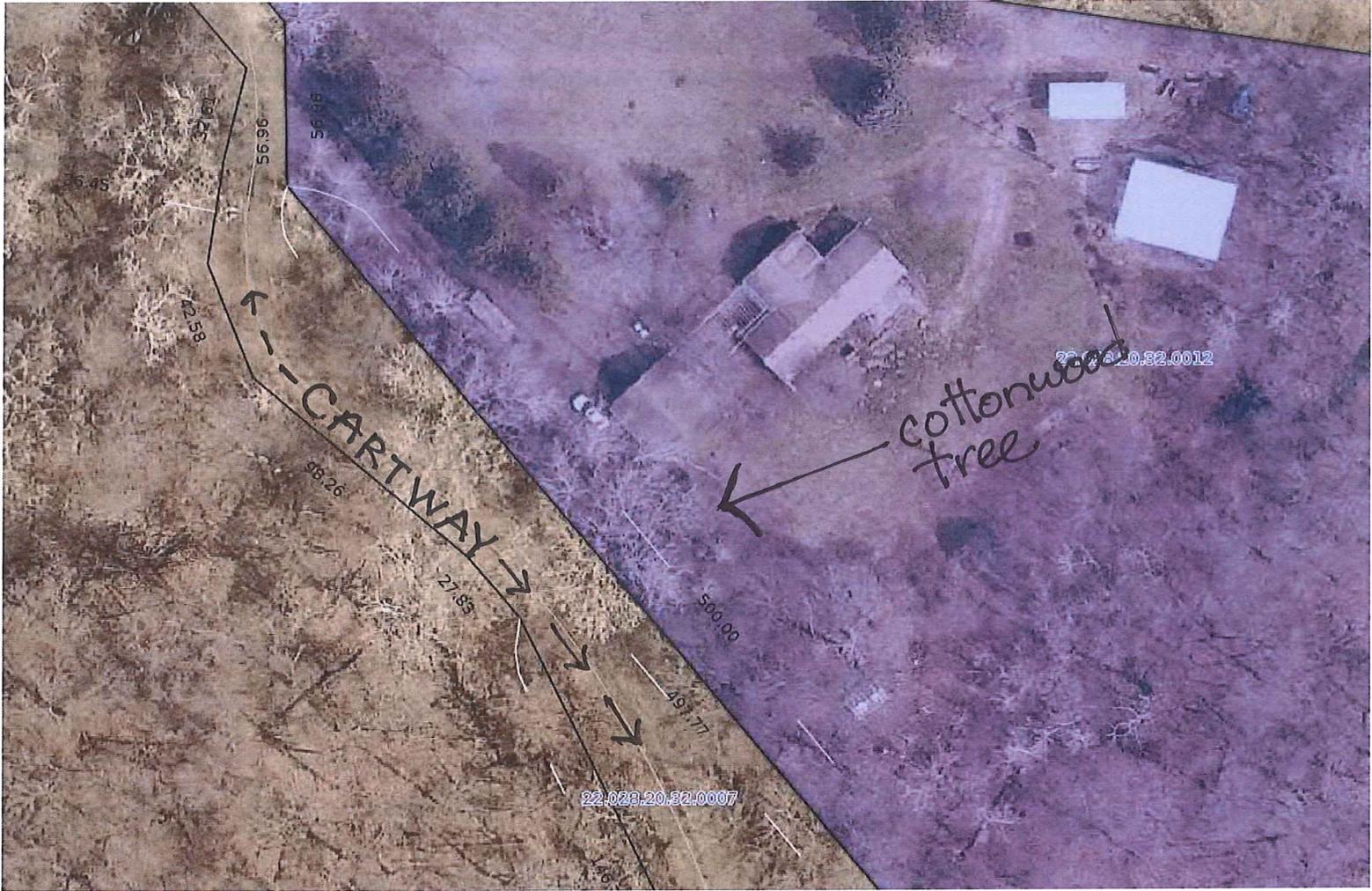
Date	Estimate #
8/4/2015	3

Name / Address
City of Afton Ken Johnson 3033 st. croix trail south p.o.box 219 Afton, MN 55001

Project

Description	Qty	Rate	Total
drop large cotton wood to the ground	1	1,200.00	1,200.00
chip brush and leave on site/ remove logs	1	1,200.00	1,200.00
5% equipment fee on total		120.00	120.00
WI sales tax		138.60	138.60
<p>Please note the two separate charges above. one charge is just to drop the tree and leave it the other is to completely remove it. Again thank you for your business.</p>			
Thank you for your business.		Total	\$2,658.60

Area 4.84
Address 14933 AFTON BLVD S
Owner MILLER DANIEL J & CLAUDIA V CASTELL-MILLE
Class Residential





AK 1017952

SavATree is a GREEN company. Invoices and most communications are electronic.

GENERAL TREE CARE SERVICE

Prepared for City of Atton Date 08-04-16
Service Address 14933 Atton Blvd
Email Phone

PRUNING AND TAKEDOWNS

Trees are pruned principally to preserve their health and appearance, to enhance growth, and to prevent damage to life and property. Dead or dying trees are dismantled to reduce risk and to allow competing species to develop. Stumps will be cut as flush as possible to the ground line. Wood will be cut into approximate 20" sections and stacked at the base of the tree and brush will be chipped, unless otherwise specified.

1 lg. leaning cottonwood @ city parcel NW of garage
- take down to 20 ft standing stub & haul all cut debris

* Access required from 14933 driveway & from drive way @ city parcel

PRUNING AND TAKEDOWNS \$ 1,340

ENVIRONMENTAL RECYCLING FEE

RECYCLING \$

CABLING AND BRACING

Cabling and bracing provides supplemental support to structurally weak or injured tree parts.

CABLING AND BRACING \$

STUMP GRINDING

Stumps will be routed 6"-8" below ground level. All grindings will be raked back into the hole. Additional clean-up and/or removal of grindings can be arranged for an additional charge.

N.R. Tree Service LLC

Since 1988

1461 Co. Road A New Richmond WI 54017

715.246.2183

nrtree@frontiernet.net - www.nrtree.com

8-3-15 Est. Y N -- D P E

At Site: N

Est. by: BB Da 8-4 Ti 4:30 am pm

Sales D P E _____ Office M P E _____

Alert: Y N

Scheduled start

_____ M Tu W Th F i-Cal

Start _____ Completed _____

Customer Request meet

Layout Description

1. Leaning cotton
Drop or Remove

Order 15 500

Job Site

Company City of Afton

First Ken Last Johnson

Street 14933 Afton Blvd City Afton

(C) 651-387-6587 State Mn Zip 55001

(O) 651-436-3674 (H) _____

Email _____ @ _____

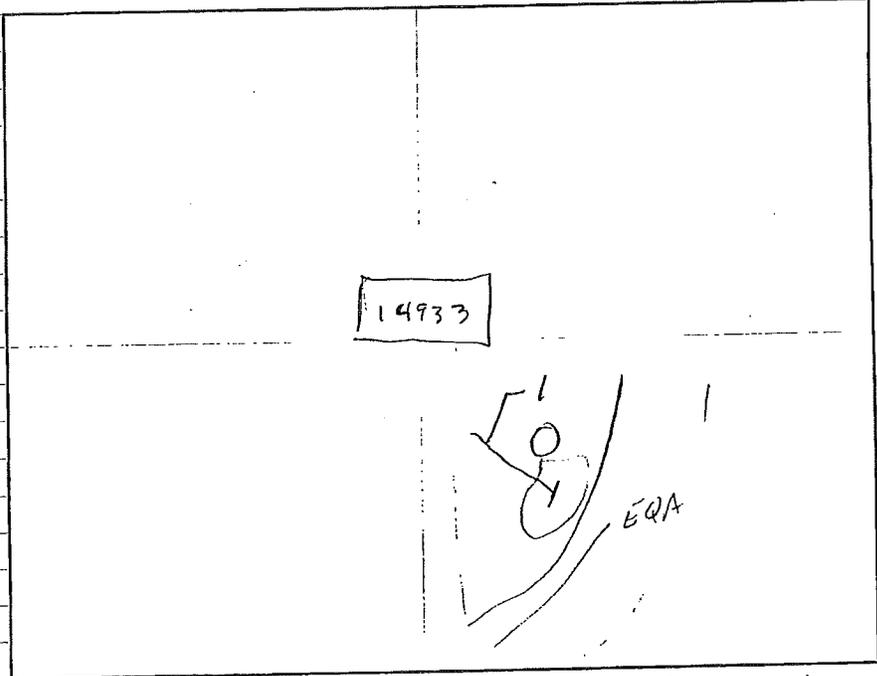
Billing Name _____

Street _____ City _____

State _____ Zip _____ PO # _____

Directions 3033 St. Croix trail st. Afton

Layout



- R-Remove
- D-Drop to ground
- S-Grind Stump
- PE-Entire
- P-Prune Maintain
- B-Remove brush by size
- BS-Black Dirt/Seed
- C-Cut size
- PL-Lower Limbs from ground
- PD-Removing dead
- PA-Away by distance
- PS-Shape plant

Bucket Loader Chip Trk _____ Skid _____ Stump _____

1 2 3 4 5

We carry liability insurance and workers' compensation. Therefore we accept responsibility for property damage caused by the workers and also any personal injury to our Associates. Payment preferred after invoiced. Visa & Master Cards accepted with an additional 5% charge.

Method of Payment

Check _____ Card _____ Cash _____

Amount \$ _____ # _____

Invoiced _____ Paid _____

Qty or Item	Description	Amount
	<u>Remove leaning tree</u>	<u>1,050⁰⁰</u>
	<u>Drop tree to ground</u>	<u>650⁰⁰</u>

Accepted _____

Direct Phone Email Vmail

Signature _____

Sub Total _____

Tax _____

Total _____

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date August 18, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorese, City Administrator
Date: August 12, 2015
Re: Jim Cox Proposal For Design of Deputies Garage and Office Facility and Public Works Garage

As part of the process of planning a garage and office facility for the Sheriff's Deputies and for Public Works storage adjacent to the City Hall, staff met with members of the City's Design Review/Heritage Preservation Commission who have design and/or architectural backgrounds to discuss concepts for the facility. Based on that discussion, Jim Cox, a member of the City's Design Review/Heritage Preservation Commission, volunteered to prepare a concept plan for the facility. The concept plan was provided to the Council as part of its discussion of the ADA requirements for the City Hall parking lot. During that discussion, the option of turning the building 90 degrees and moving it to the east was suggested. Jim Cox has prepared a concept plan for this option also. Both concept plans are attached.

If the Council is comfortable with the basic design concept for the building, the next step in the design process is to prepare a design that is detailed enough to be used for bidding. Attached is a proposal from Jim Cox to design and assist with the bidding and construction of the facility. The proposed fee is \$2,500 plus expenses (mileage, printing).

Council Action Requested

Motion regarding the proposal from Jim Cox to design and assist with the bidding and construction of the facility to house the Deputies and provide Public Works storage, with a fee of \$2,500 plus expenses.

**Afton Architects
&
Planners, Ltd.**

July 29, 2015

City of Afton
Attn: Ron Moore, City Administrator
3033 St. Croix Tr. S.
Afton, MN 55001

Re: Architectural Fee Proposal
City Hall Site – Design Garage/Office Facility

- Architecture
 - Interior Design
 - Planning
 - Construction Management
-

Ron,

As per the Concept Design Site Plan, dated June 17, 2015 which was approved by Afton's HPC in the July meeting, I will proceed to design and assist in bidding and construction of two garage buildings, one for the City of Afton and one for Washington County Sherriff. These buildings will be connected with an office facility for the Sherriff's Deputies.



Proposed Lump Sum Fee: \$2,500
Plus expenses (mileage, printing)

If you have any questions, please call me at 612-414-0155. Thank you for the opportunity to provide professional services on this project. I look forward to working with the City and County to produce a support building that compliments Afton City Hall.

Sincerely,

Jim Cox, AIA

JWC/cnd

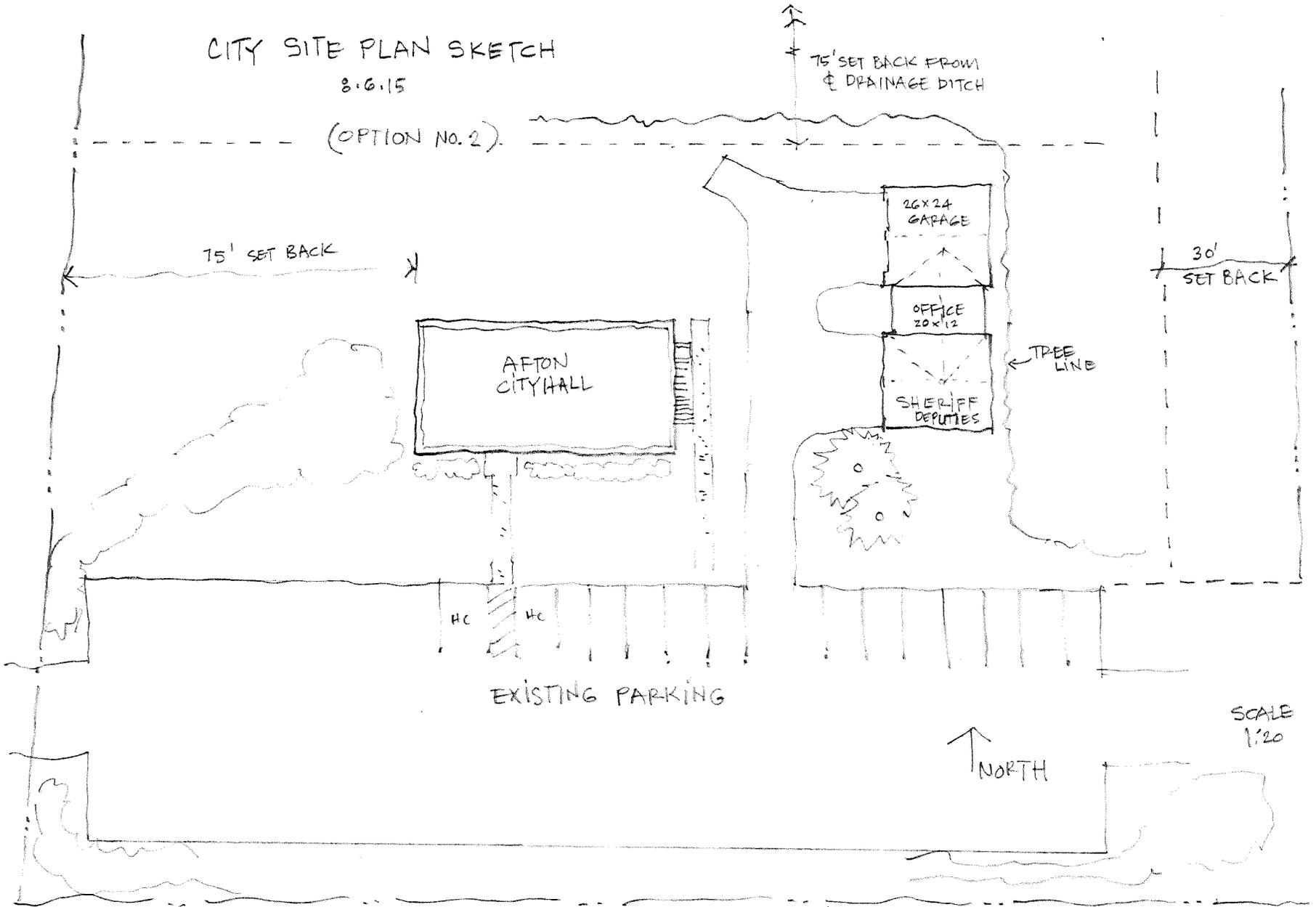
Attached: Schematic Site Plan
Sherriff's Space Needs list

Afton Architects & Planners, Ltd.
12941 22ND Street South
Afton, Minnesota 55001
Phone: 651-436-3699
Fax: 651-436-1936
Email: aftonarchitects@msn.com

CITY SITE PLAN SKETCH

8.6.15

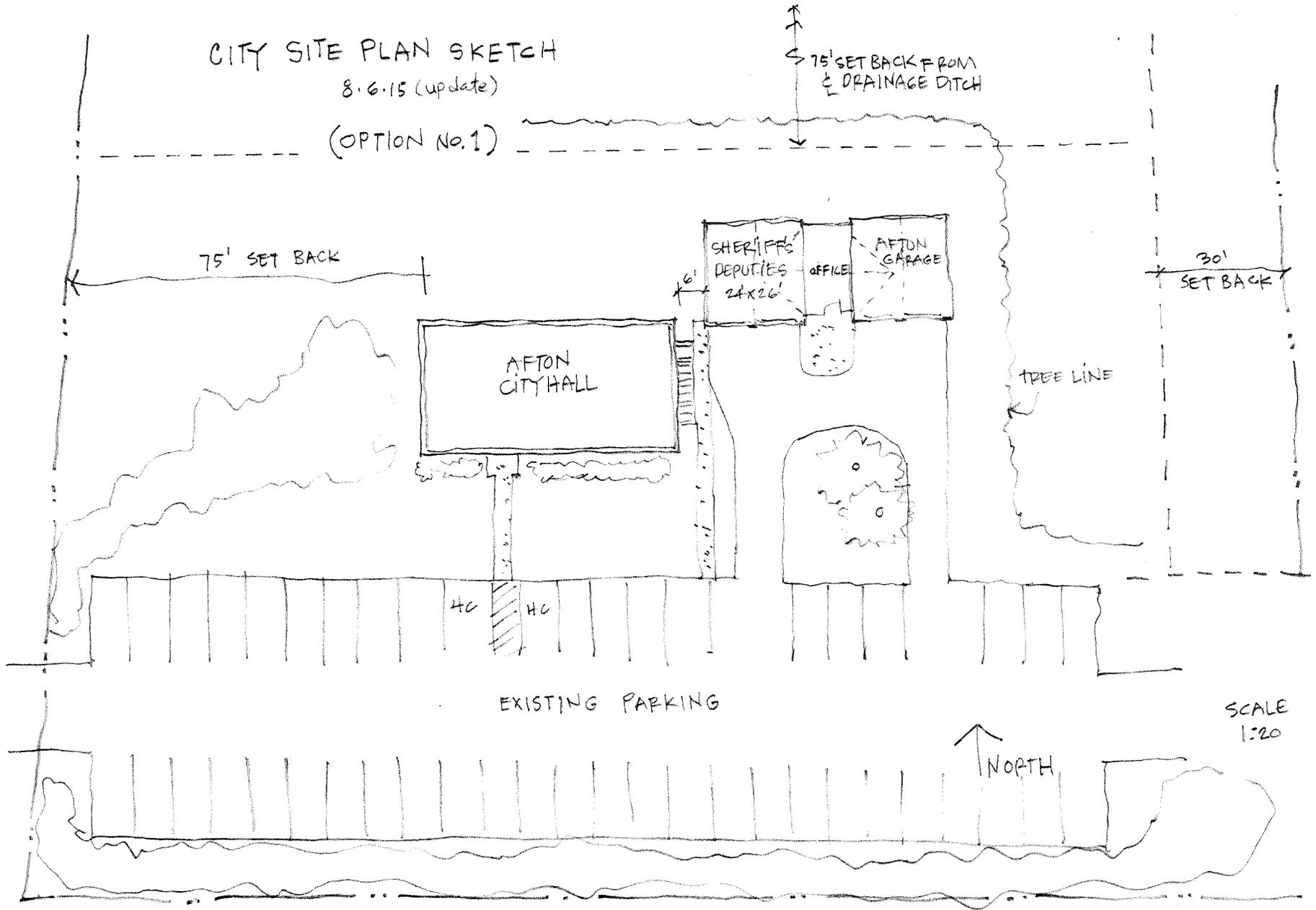
(OPTION NO. 2)



CITY SITE PLAN SKETCH

8.6.15 (update)

(OPTION No.1)



Sheriff's Deputies Space Needs

Two top priorities:

1. 2 squads parked inside
2. Office space

Office space needs

- Desk space for minimum of two deputies
- 2 computers
- Safe for rifles (2.5 feet wide, 2.5 feet deep, 5 feet tall)
- Small fridge
- Small microwave
- Six or seven lockers for deputies (similar in size to full size school lockers)
- Locker for medical supplies
- Internet – one port
- Phone
- TV
- Heating and cooling
- Windows
- Security: Doors with a lock code

Space use

- Deputies will start and end their shift at this space
- Deputies will eat lunch at their desks
- Deputies will use the restroom at City Hall
- No prisoners or suspects will be brought to this space

Garage space needs

- 2 garage stalls
- Minimum 20 foot depth for garage stalls
- Separate overhead doors for each stall
- Heating

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date August 18, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: August 12, 2015
Re: St. Croix Trail Roadway Improvement Project in Downtown Afton- Streetscape - **Resolution 2015-52**

At its July 21, 2015 regular meeting, the Council adopted a resolution regarding the CR 21 Streetscape/Aesthetics priorities and costs. Due to an extended discussion of numerous options, there is a difference between the intent of the motion-maker and the actual content of the discussion regarding the details of the resolution. The key element needing clarification is whether the proposed resolution included the landscaping in the medians. Based on the recording of the meeting, the discussion did not include specific language regarding the inclusion of the median landscaping. The resolution offered by Council member Palmquist included the landscaped medians as a top priority of the Design Review Committee. However, the resolution did not specifically include the landscaped medians in the action that was called for by the resolution.

The City Attorney has indicated that, if there was a consensus among the Council members regarding the language of the resolution, the language of the resolution could be finalized to reflect the Council consensus. However, if there is not a consensus, the resolution would need to be brought back to the Council for clarification. Because there is not a consensus among the Council members regarding the inclusion of the median landscaping, the resolution is being brought to the Council for clarification.

Council Action Requested

Motion regarding the resolution regarding the CR 21 streetscape/aesthetics priorities.

311 Palmquist suggested eliminating the boulevards, trash receptacles and wayfinding; to use regular concrete
312 bumpouts (not colored/textured) and to take out more lights, even though they were reduced from 36 already.
313 Ross stated that the City needs to come to agreement. He wondered if the downtown was being overlighted.
314 However, he did not have any data to say that lights could be reduced. Each light is approximately \$10,000, so
315 any light reduction can make a monetary impact.

316 Hubmer suggested reducing the light fixtures to 25, which would reduce the costs by \$50,000.

317 Ross stated the businesses liked illuminating the heart of the Village, and the other fixtures to the north and
318 south could be spaced further and further apart.

319

320 **Motion/Second: Bend/ . To approve Resolution 2015-52 amended as follows, where the City will pay**
321 **\$200,000, and if the 3% of the budget match is not maximized by that \$200,000 it will pay the difference**
322 **between the amount necessary to maximize the 3% match and the \$200,000. In other words, if the budget**
323 **match came in at \$150,000, then the City would also pay an additional \$50,000 to utilize the \$200,000 total;**
324 **or if the budget match comes in at \$165,000, then the City puts in an additional \$35,000, putting a limit on a**
325 **budgeted amount at \$200,000.**

326

327 Bend explained he would like to have a dollar budget set for this and not let the cost inch up as the other project
328 costs have inched up over the years.

329

330 **Motion failed for lack of a second.**

331

332 Palmquist and Ross made several adjustments to the quantities as listed on the spreadsheet.

333

334 **Motion/Second: Palmquist/Nelson. To approve Resolution 2015-52 St. Croix Trail Improvements in**
335 **Downtown Afton with the corrected streetscape aesthetic elements spreadsheet as amended to reduce the**
336 **lights to 26 lights [\$254,800], to include the sidewalk banded concrete pattern [\$11,000], to amend the**
337 **bumpouts with regular banded concrete (not colored/textured) [\$18,000], to reduce the trees by 20%**
338 **[\$52,200] and to include the pedestrian crosswalks [\$9,900], with the opportunity to bid equivalents and be**
339 **able to reduce amounts of items up to 20% to meet the budget match. This would remove wayfinding,**
340 **boulevards, tree grates and the pedestrian site amenities.**

341

342 [Median plantings and rock mulch were not mentioned whether they are IN or OUT of the motion. The total cost
343 for the motion as stated is \$345,900. The total cost of the motion, including the median plantings (\$19,950) and
344 rock mulch (\$8,800), is \$374,650.]

345

346 Palmquist stated that the most important item to him are the trees, to replace what is being taken out, not to
347 increase the amount of the trees as proposed by the County, just dial it back a little bit.

348 Ross detailed the elements in the motion to reduce lights by 6 to 24 lights @ \$24,000, banded concrete (not
349 colored/textured) bumpouts @ \$18,000, reduce 10-15% of the trees, for a total estimate of \$375,900...city's
350 portion would be \$225,900.

351 Bend called on Washington County to comment on the process.

352 Wayne Sandberg, County Engineer, confirmed that all municipalities struggle with making decisions such as
353 this. He stated the County would be bidding these items in two different packages. One package will be the
354 "hardscape" elements that would be done with the road construction package; items such as sidewalks, lighting
355 pole stands, and the concrete bumpouts. The second bid would include the "softscape" items that are part of the
356 landscape plan such as trees, tree grates, etc., that are on top of the hardscape.

357 Bend asked if the hardscape items would include the streetlights, the sidewalks, and the concrete crosswalks?

358 Sandberg enumerated that the medians and the crosswalks can be done later. The bumpouts could be done
359 later, but could be in the road construction phase.

360 Palmquist wanted to ensure that the trees were in this package; that some future Council could not cut out the
361 trees that are to replace those being taken out.

Item	Description	Extra Cost Per Unit	Estimated Quantity	Total Extra Cost	Item	Description	Extra Cost Per Unit	Estimated Quantity	Total Extra Cost	
Sidewalks	Concrete sidewalk	Included in base cost				Boulevards	Paved Area	\$ 8.00 /SQ. FT.	1500	\$ 12,000.00
	Large banded pattern on sidewalks	\$ 1.00	/SQ FT (Extra Cost Only)	11000	\$ 11,000.00	Trees	Tree grates	\$ 2,200.00 / GRATE	4	\$ 8,800.00
Medians	Plantings	\$ 25.00	1 Gal. Perennial	798	\$ 19,950.00		8' B&B	\$ 450.00 / Tree	20	\$ 9,000.00
	Rock Mulch	\$ 8.00	/SQ FT	1100	\$ 8,800.00		2.5" Cal. B&B	\$ 450.00 / Tree	77	\$ 34,650.00
Lighting	Decorative lighting (ornamental)	\$ 9,800.00	/ LIGHT	26	\$ 254,800.00		1.5" Cal. B&B	\$ 325.00 / Tree	56	\$ 18,200.00
Wayfinding	Pedestrian Wayfinding Signage	\$ 6,000.00	/SIGN	6	\$ 36,000.00		4" Cal. B&B	\$ 600.00 / Tree	14	\$ 8,400.00
Bumpouts	Regular Concrete	\$ 15.00	/SQ FT	1350	\$ 20,250.00	Pedestrian Site Amenities	Trash Receptacles, Benches, Bike Rack	\$ 1,500.00 /EACH	16	\$ 24,000.00
Bumpouts	Colored/textured concrete	\$ 20.00	/SQ FT	1350	\$ 27,000.00	Pedestrian crosswalks	Banded concrete crosswalks	\$ 12.00 / SQ FT	825	\$ 9,900.00
TOTAL EXTRA PROJECT COST									\$ 502,750.00	

Trees with 20%
Tree Subtotal reduction
\$ 70,250.00 \$ 56,200.00

Motion w/o Median Plantings & Mulch \$ 352,150.00 Total w/o Median Plantings & Mulch and Pedestrian Crosswalks \$ 342,250.00
Motion INCLUDING Median Plantings & Mulch \$ 380,900.00

ANALYSIS -- BUDGET MATCH	OPTION 1	OPTION 2	\$300,000.00
24 lights	\$235,200.00	20 lights	\$196,000
No Ped x-walks	-\$9,900.00		-\$9,900.00
No Median plants/mulch	-\$28,750.00	Median p/m	\$28,750.00
Reductions for budget match	\$ 266,450.00		\$256,000.00
Add in Trees (Replacements only)	\$33,550.00	Add In	\$44,000.00
OR			
Add Ped x-walks	\$9,900.00	Ped x-walk	\$9,900.00
Trees (Replacements only)	\$23,650.00	Trees	\$34,100.00
	\$33,550.00		\$44,000.00

RESOLUTION 2015-52 (City)

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**ST. CROIX TRAIL ROADWAY IMPROVEMENTS IN DOWNTOWN AFTON –
STREETSCAPE/AESTHETICS**

- WHEREAS,** Washington County is reconstructing St. Croix Trail through Downtown Afton. The project requires the removal of existing streetscape including gas street lights, boulevard trees, and sidewalk; and,
- WHEREAS,** Washington County has a cost participation policy which allows for 3% of the project costs to be allocated to streetscape if matched by the City of Afton; and,
- WHEREAS,** The City of Afton Design Review Committee prioritized streetscape items of which the top three were: street lights, banded concrete sidewalks to maintain the historic character, and replacement trees; and,
- WHEREAS,** The City of Afton desires to replace the street lights and install banded concrete sidewalks recognizing these items are not cost effectively added once the project is completed.
- WHEREAS,** Additional desired landscaping such as boulevard trees, plantings, benches, and trash receptacles will be added through a separate contract to be bid in 2016, so that the Council will have the results of the Downtown Improvement Project bids before it makes decisions regarding landscaping; and,
- WHEREAS,** City Staff is directed to adjust the bid quantities to meet the 3% budget match.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton approves street lights and banded concrete sidewalks to be included in the St. Croix Trail Roadway Improvements in Downtown Afton Project.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 16th DAY OF JULY 2015.

SIGNED:

Richard Bend, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

RESOLUTION 2015-52 (Palmquist)

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**ST. CROIX TRAIL ROADWAY IMPROVEMENTS IN DOWNTOWN AFTON –
STREETSCAPE/AESTHETICS**

WHEREAS, Washington County is reconstructing St. Croix Trail through Downtown Afton. The project requires the removal of existing streetscape including gas street lights, boulevard trees, and sidewalk; and,

WHEREAS, Washington County has a cost participation policy which allows for 3% of the project costs to be allocated to streetscape if matched by the City of Afton; and,

WHEREAS, The City of Afton Design Review Committee prioritized streetscape items of which the top three were: street lights, banded concrete sidewalk and crosswalks to maintain the historic architecture, boulevard trees and landscaped medians; and,

WHEREAS, The City of Afton desires to replace the street lights, install banded concrete sidewalk and crosswalks, and to replace boulevard trees and landscape the medians in connection with the road project to minimize impacts to businesses and residents; such amenities should be added as soon as reasonably possible due to the removal of existing pedestrian lighting. Additional desired amenities such as benches, trash receptacles and way-finding signs may be added after construction if the council deems that necessary once the results of the Downtown Improvement Project bids are finalized and construction is complete,

WHEREAS, City Staff is directed to work with the county to bid all aspects of the amenities with functional equivalents, with special attention to street lighting options to mitigate the costs associated with these improvements to attempt to meet the 3% budget match.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton approves street lights and banded concrete sidewalks to be included in the St. Croix Trail Roadway Improvements in Downtown Afton Project.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 16th DAY OF JULY 2015.

SIGNED:

Richard Bend, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Palmquist:
Richter:
Ross:
Nelson:
Bend:

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date August 18, 2015

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: August 12, 2015
Re: Proposal for Annual Audit

Michael Pofahl has been conducting the City's annual audit and preparing the annual audit report for a number of years. He has submitted the attached proposal for conducting the annual audit for the 2015 fiscal year. The proposed cost is \$5,350. This is a 3.9% increase over the \$5,150 cost for the 2014 audit. Mr. Pofahl has been responsive to requests related to making improvements to the audit report. Staff is recommending the acceptance of Mr. Pofahl's proposal for the 2015 annual audit.

Council Action Requested

Motion regarding the proposal from Michael Pofahl for conducting the 2015 annual audit at a cost not to exceed \$5,350.

MICHAEL W. POFAHL
Certified Public Accountant
10780 North Avenue, 14E
Chisago City, Minnesota 55013
(651) 213-6632

June 11, 2015

To: Honorable Mayor and City Council, Afton, MN

I am pleased to confirm our understanding of the services I am to provide for The City of Afton for the year ended December 31, 2015. I will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Afton for the year ended December 31, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Afton's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of my engagement, I will apply certain limited procedures to the City of Afton's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I will not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited: Management's Discussion and Analysis and Budgetary Comparison information of the General Fund.

Audit Objective

The objective of my audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles. My audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures I consider necessary to enable me to express such opinions. I will issue a written report upon completion of my audit of The City of Afton's financial statements. My report will be addressed to the Mayor and City Council of the City of Afton. I cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify my opinions or add emphasis-of-matter or other-matter paragraphs. If my opinions on the financial statements are other than unmodified, I will discuss the reasons with you in advance. If, for any reason, I am unable to complete the audit or am unable to form or have not formed opinions, I may decline to express opinions or may withdraw from this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You agree to assume all management responsibilities for any nonattest services I provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to me and for the accuracy and completeness of that information. You are also responsible for providing me with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statement, (2) additional information that I may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom I determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statement to correct material misstatements and confirming to me in the management representation letter that the effects of any uncorrected misstatements aggregated by me during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing me about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing me of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include my report on the supplementary information in any document that contains and indicates that I have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes my report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with my report thereon. Your responsibilities include acknowledging to me in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changes, the reasons for such changes); and (4) you have disclosed to me any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Audit Procedures –General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, my audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. I will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because I will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by me, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatement, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, I will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to my attention. I will also inform the appropriate level of management of any violations of laws or governmental regulations that come to my attention, unless clearly inconsequential. My responsibility as auditor is limited to the period covered by my audit and does not extend to any later periods for which I am not engaged as auditor.

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. I will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of my audit, I will require certain written representations from you about the financial statements and related matters.

Audited Procedures –Internal Control

My audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficient in internal control. However, during the audit, I will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures-Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I will perform tests of the City of Afton's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of my audit will not be to provide an opinion on overall compliance and I will not express such an opinion.

Engagement Administration, Fees and Other

I may from time to time, and depending on the circumstances, use third-party service providers in serving your account. I may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, I maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, I will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and I will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that I am unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, I will remain responsible for the work provided by any such third-party service providers.

I understand that your employees will prepare all cash or other confirmations I request and will locate any documents selected by me for testing.

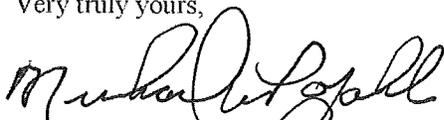
The audit documentation for this engagement is the property of Michael W. Pofahl, C.P.A. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to The Office of The Minnesota State Auditor or its designee. I will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Michael W. Pofahl, C.P.A. Furthermore, upon request, I may provide copies of selected audit documentation to the Office of The Minnesota State Auditor, or its designee. The Office of the Minnesota State Auditor, or its designee, may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

I expect to begin my audit on approximately October 1, 2015 and to issue my reports no later than May 15, 2016. My fee for these services will be at my standard hourly rates, plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that I agree that my gross fee, including expenses will not exceed \$5350. My standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. My invoices for these fees will be rendered each month as work progresses and are payable on presentation.

The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before I incur the additional costs.

I appreciate the opportunity to be of service to the City of Afton and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let me know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to me.

Very truly yours,



Michael W. Pofahl, C.P.A.

RESPONSE:

This letter correctly sets forth the understanding of The City of Afton.

Governance signature: _____

Title: _____

Date: _____

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date August 18, 2015

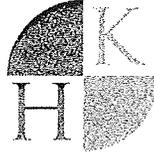
Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: August 12, 2015
Re: Schedule Special Council Meeting for a 3-City Facilitated Communication Process

Wayne Sandberg, of Washington County, is working to schedule a time for the City Councils of Afton, Lake St. Croix Beach and St. Mary's Point to meet for a facilitated communication process. He has targeted Wednesday evening, September 9 as the date for the facilitated meeting. If the September 9 date works for the Council members, a Special Council meeting can be scheduled for that date.

Council Action Requested

Motion regarding the scheduling of a Special Council meeting for the 3-City facilitated communication process.



Frederic W. Knaak*
Wayne B. Holstad**

**Also Licensed in
Wisconsin & Colorado
Qualified Neutral under Rule 114

***Also Licensed in Iowa &
Federal Court of Claims*

HOLSTAD & KNAAK PLC
"Local in character, national in reputation, international in reach"

Of Counsel
Donald W. Kohler
Thomas M. Dailey, P.A.
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Paralegals
Michelle E. Hagland
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Jacqueline M. Stai
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MEMORANDUM: MONTHLY AFTON PROSECUTION REPORT

TO: MAYOR AND MEMBERS OF THE CITY COUNCIL
FROM: FRITZ KNAAK, AFTON CITY ATTORNEY
DATE: August 3, 2015

This past month, our office has represented the City in a total of 14 prosecutions that were followed through to conviction or alternative disposition. They break down as follows:

Arraignments & Rule 8 Hearings:	7
Pretrials:	3
Omnibus Hearings:	1
Court Trials:	2
Jury Trials:	0
Revocation/Plea Hearings/Sentencing:	1

The report from the court Hearing Officer regarding Afton tickets for the month of July is summarized as follows:

<u>Afton</u>		
Customers	13	
Citations	13	
Charges	18	
Disposed	3	% Resolved
CFD/DUP	4	46.67%
Contest/NG	3	
DNQ	5	
Extension	3	
No Guidelines	0	
Parking	0	
Petty Misdemeanor	11	
Misdemeanor	7	

City of Afton – Financial Reports

July, 2015

Ref	Description	Pages
A.	Balance Sheet	A1
B.	Statement of Changes in Fund Balance: Current Month	B1
C.	Statement of Changes in Fund Balance: Year to Date	C1
D.	Statement of Revenue and Expenditures: General Fund Summary plus Detail for All Other Funds	D1 to D8
E.	Detail Statement of Revenue and Expenditures: General Fund Only	E1 to E6
F.	Summary and Detail of Special Activities Fund - YTD	F0 to F4
G.	Street Improvement Fund: YTD Detail by Account	G1
H.	Building and Land Fund: YTD Detail by Account	H1
I.	City Dock Fund: YTD Detail by Account	I1
J.	General Fund Streets, Rehab and Public Works: YTD Detail by Account	J1 to J4
K.	Customer Receipts and Other Deposits – MTD Sorted by Account	K1 to K3
L.	Claims Paid during June: \$433,163.95	L1 to L18
M.	Permit Escrow and Fee Detail	M1 to M16
N.	Building Insp Fees by Acct: YTD Detail for Afton	N1 to N3
O.	Park Reserve Fund – YTD Detail by Account	O1
P.	Road Debt Service Fund – YTD Detail by Account	P1
Q.	City Infra-Structure Improvement Fund – Full Years 2012, 2013, 2014 + YTD 2015 Detail	Q1 to Q12
R.	Bank Transfers	R1

Significant July 2015 Revenue:

\$16,689 #100 Gen'l Fd Acct 4437 2nd Qtr Utility Franchise Fees
\$30,256 #120 Street Imp Fd Acct 4016 1st Half 2015 MN Small City Assistance for Streets

Significant July 2015 Expense:

\$17,886 #100 Gen'l Fd Acct 5525 LMCIT Prop & Liability Insurance
\$54,988 #100 Gen'l Fd Acct 5625 3rd Qtr Fire & Amb Services
\$83,318 #100 Gen'l Fd Acct 5635 Wash Cty Sheriff 1st Half Police Serv

\$255,463 #800 City Infra-Structure Imp Fd Acct 8890 DNR Flood/Downtown Imp Project expenses. (See Schedule Q10 for YTD detail of this project). July expense is mostly for Easements and Damages.



Prepared by Thomas H. Niedzwiecki, Accountant

**City of Afton
Balance Sheet
July 31, 2015**

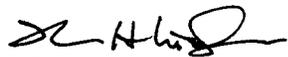
Account #	Account Description	#100 General Fund	#115 Buildings & Land Capital Fund	#120 Street Imp Capital Fund	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Serv Fund	#550 Spec Act Fd + #600 MN Investment Fd	#800 & 805 City Infrastructure Improvement Fund	#725 Road Debt Serv Fd	#810 City Dock Fund	Total All Funds
Assets													
100	4M Fund: General Fund	602,932											602,932
100.8	Petty Cash	185											185
115	4M Fund: Bldg & Land Capital Fund		53,781										53,781
120	4M Fund: Street Imp Capital Fund			420,887									420,887
200	4M Fund: Park Reserve Fund				95,993								95,993
250	4M Fund: Special Reserve Fund					431,383							431,383
400	4M Fund: 201 Project Fund						(591)						(591)
500	4M Fund: Fire Station Debt Serv Fund							31,125					31,125
550	4M Fund: Special Activities Fund								187,974				187,974
600	4M Fund: MN Investment Fund								104,388				104,388
700	4M Fund: Road Construction Fund												0
725	4M Fund: Road Debt Service Fund										255,468		255,468
800	4M Fund: Disaster Fund												2,854,366
810	4M Fund: City Dock Fund									2,854,366			2,854,366
	Total Cash and Investments	603,117	53,781	420,887	95,993	431,383	(591)	31,125	292,362	2,854,366	255,468	56,247	5,094,138
1170	Taxes Receivable from County	0											0
11xx	Fees & Other Receivables	(466)											(466)
2001	Permit Escrow & Fees (net receivable)	0											0
Various	Due (Owed) between Funds	0	0	0.00	0	0	0	0	0	0	0	0	0
	Total Assets and Other Debits	602,651	53,781	420,887	95,993	431,383	(591)	31,125	292,362	2,854,366	255,468	56,247	5,093,672
Liabilities and Fund Balances													
2001	Permit Escrow & Fees (net payable)	42,517											42,517
2002	Accounts Payable	242,129											242,129
2022	Accrued Expenses	0											0
2035	Accrued Interest - Road Bond	0									0		0
2037	Accrued Interest - Downtown Tmp Imp Bd	0								22,000			22,000
2120	Building Surcharges Payable	899											899
2200	Payroll Tax Liabilities/Withholding	5,768											5,768
	Total Accounts and Other Payables	291,313	0	0	0	0	0	0	0	22,000	0	0	313,313
2500	Grants Received	0											0
2700	Road GO Tax Abatement Bds										0		0
2701	2014A Refunding Road Bonds										3,184,040		3,184,040
2702	2015A Downtown GO Temp Imp Bonds									3,755,000			3,755,000
Various	Fund Balance - Beginning of Year	301,307	43,274	474,880	51,241	428,867	3,374	2,158	259,383	(397,086)	(3,010,159)	52,383	(1,790,378)
Various	Current Year Net Increase (Decrease)	10,031	10,507	(53,993)	44,752	2,516	(3,965)	28,967	32,979	(525,547)	81,587	3,864	(368,303)
Various	Fund Balance - End of Period	311,338	53,781	420,887	95,993	431,383	(591)	31,125	292,362	(922,634)	(2,928,573)	56,247	(2,158,682)
	Total Liabilities and Fund Balances	602,651	53,781	420,887	95,993	431,383	(591)	31,125	292,362	2,854,366	255,468	56,247	5,093,672



Prepared by Thomas H. Niedzwiecki, Accountant

**City of Afton - Statement of Changes in Fund Balances
for Month of July 2015**

#	Description	#100 General Fund	#115 Buildings & Land Capital Fund	#120 Street Imp Capital Fund	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Service Fund	#550 Spec Act Fd + #600 MN Investment Fd	#800 & 805 City Infrastructure Improvement Fund	#725 Road Debt Serv Fd	#810 City Dock Fund	Total All Funds
A	Beginning Fund Balances	480,103	53,780	390,619	95,991	431,377	66	31,125	292,352	(667,213)	(2,919,494)	56,245	(1,755,049.59)
Section I. Revenues													
1	Property Taxes	0	0	0	0	0	0	0	0	0	0	0	0
	Intergovernmental Revenues	317	0	30,257	0	0	0	0	0	0	0	0	30,574
19	Charges for Services	0	0	0	0	0	0	0	0	0	0	0	0
21	Fines and Forfeitures	3,273	0	0	0	0	0	0	0	0	0	0	3,273
	Licenses, Fees and Permits	29,278	0	0	0	0	0	0	0	0	0	0	29,278
25	Special Assessments	0	0	0	0	0	0	0	0	0	0	0	0
35	Misc Revenue/Gaming Tax	225	0	0	0	0	0	0	0	0	0	0	225
36	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	0	0	0	0
36	Other Grants/State Fire Aid	300	0	0	0	0	0	0	0	0	0	0	300
	Interest Income	10	2	11	2	6	0	0	10	42	7	2	91
37	TIF District/MN Inv Fund Loan	0	0	0	0	0	0	0	0	0	0	0	0
	Park Fees	0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
B	Total Revenue	33,403	2	30,268	2	6	0	0	10	42	7	2	63,741
C	Other Financing Sources/Transfers	0	0	0	0	0	0	0	0	0	0	0	0
Section II. Expenditures													
General and Administrative													
1	Wages and Benefits	20,586	0	0	0	0	0	0	0	0	0	0	20,586
2	Professional Services	8,486	0	0	0	0	0	0	0	0	0	0	8,486
3	Other Expenditures	20,510	0	0	0	0	0	0	0	0	0	0	20,510
	Total General and Administrative	49,582	0	0	0	0	0	0	0	0	0	0	49,582
5	Public Safety/State Fire Aid	138,433	0	0	0	0	0	0	0	0	0	0	138,433
9	Public Health/Cons of Natural Resources	514	0	0	0	0	0	0	0	0	0	0	514
11	Streets	13,111	0	0	0	0	0	0	0	0	0	0	13,111
13	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	255,463	0	0	255,463
13	Other Street Imp/Road Paving Project	132	0	0	0	0	657	0	0	0	0	0	789
14	Buildings and Land/City Dock	340	0	0	0	0	0	0	0	0	0	0	340
15	TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0	0	0	0	0	0
15	Parks and Recreation	56	0	0	0	0	0	0	0	0	0	0	56
16	Debt Service - Interest Expense	0	0	0	0	0	0	0	0	0	9,085	0	9,085
	Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	0
D	Total Expenditures	202,168	0	0	0	0	657	0	0	255,463	9,085	0	467,373
E	Other Financing Uses/Transfers	0	0	0	0	0	0	0	0	0	0	0	0
E	Revenues Over (Under) Expenditures	(168,765)	2	30,268	2	6	(657)	0	10	(255,421)	(9,078)	2	(403,632)
F	Ending Fund Balances	311,338	53,781	420,887	95,993	431,383	(591)	31,125	292,362	(922,634)	(2,928,573)	56,247	(2,158,682)


Prepared by Thomas H. Niedzwiecki, Accountant

**City of Afton - Statement of Changes in Fund Balances
for Year to Date July 31, 2015**

#	Description	#100 General Fund	#115 Buildings & Land Capital Fund	#120 Street Imp Capital Fund	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Service Fund	#550 Spec Act Fd + #600 MN Investment Fd	#800 & 805 City Infrastructure Improvement Fund	#725 Road Debt Serv Fd	#810 City Dock Fund	Total All Funds
A	Beginning Fund Balances	301,307	43,274	474,880	51,241	428,867	3,374	2,158	259,383	(397,086)	(3,010,159)	52,383	(1,790,378)
Section I. Revenues													
1	Property Taxes	725,214	0	0	0	0	0	28,967	0	0	155,000	0	909,180
	Intergovernmental Revenues	(2,016)	0	30,257	0	0	0	0	0	0	0	0	28,241
19	Charges for Services	96	0	0	0	0	264	0	7,705	0	0	3,850	11,914
21	Fines and Forfeitures	10,246	0	0	0	0	0	0	0	0	0	0	10,246
	Licenses, Fees and Permits	107,479	0	0	0	0	0	0	0	0	0	0	107,479
25	Special Assessments	0	0	0	0	0	0	0	0	0	0	0	0
35	Misc Revenue/Gaming Tax	545	0	0	0	0	0	0	0	0	0	0	545
36	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	86,637	0	0	86,637
36	Other Grants/State Fire Aid	900	0	0	0	0	0	0	17,711	0	0	0	18,611
	Interest Income	103	7	65	9	16	0	0	53	(21,908)	65	14	(21,577)
37	TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0	0	0	0	0	0
	Park Fees	0	0	0	44,743	0	0	0	0	0	0	0	44,743
		0	0	0	0	0	0	0	0	0	0	0	0
B	Total Revenue	842,567	7	30,321	44,752	16	264	28,967	25,468	64,729	155,065	3,864	1,196,019
C	Other Financing Sources/Transfers	0	10,500	100,000	0	2,500	0	0	14,950	0	0	0	127,950
Section II. Expenditures													
1	General and Administrative												
	Wages and Benefits	138,269	0	0	0	0	0	0	0	0	0	0	138,269
2	Professional Services	97,282	0	0	0	0	0	0	13,734	0	0	0	111,016
3	Other Expenditures	40,341	0	0	0	0	0	0	346	0	0	0	40,687
	Total General and Administrative	275,893	0	0	0	0	0	0	14,080	0	0	0	289,972
5	Public Safety/State Fire Aid	249,904	0	0	0	0	0	0	0	0	0	0	249,904
9	Public Health/Cons of Natural Resources	844	0	0	0	0	0	0	0	0	0	0	844
11	Streets	115,381	0	0	0	0	0	0	0	0	0	0	115,381
13	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	590,276	0	0	590,276
13	Other Street Imp/Road Paving Project	1,197	0	184,314	0	0	4,228	0	(6,640)	0	0	0	183,099
14	Buildings and Land/City Dock	6,201	0	0	0	0	0	0	0	0	0	0	6,201
15	TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0	0	0	0	0	0
15	Parks and Recreation	3,666	0	0	0	0	0	0	0	0	0	0	3,666
16	Debt Service - Interest Expense	0	0	0	0	0	0	0	0	0	73,479	0	73,479
	Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	0
D	Total Expenditures	653,086	0	184,314	0	0	4,228	0	7,439	590,276	73,479	0	1,512,823
E	Other Financing Uses/Transfers	179,450	0	0	0	0	0	0	0	0	0	0	179,450
E	Revenues Over (Under) Expenditures	10,031	10,507	(53,993)	44,752	2,516	(3,965)	28,967	32,979	(525,547)	81,587	3,864	(368,303)
F	Ending Fund Balances	311,338	53,781	420,887	95,993	431,383	(591)	31,125	292,362	(922,634)	(2,928,573)	56,247	(2,158,682)


Prepared by Thomas H. Niedzwiecki, Accountant

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 7/31/15

	Audited 2011	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
#100 GENERAL FUND									
A: REVENUES									
1-PROPERTY TAXES	1,556,120	1,560,592	1,604,540	1,634,042	0	909,180	1,704,183	795,003	53.3%
2-INTERGOVERNMENTAL REVENUES	1,227	8,031	1,811	4,715	317	(2,016)	(1,266)	750	
3-CHARGES FOR SERVICES	51	205	72	70	0	96	135	39	70.9%
4-FINES AND FORFEITURES	17,856	19,292	15,901	10,359	3,273	10,246	16,250	6,004	63.1%
5-LICENSES, FEES, PERMITS	147,715	156,437	253,353	162,119	29,278	107,479	131,750	24,271	81.6%
7-MISCELLANEOUS REVENUE	4,951	7,546	4,622	4,043	225	545	1,625	1,080	33.6%
9-OTHER GRANTS	8,298	8,298	8,298	8,378	300	900	8,290	7,390	10.9%
10-INTEREST INCOME	38	45	57	54	10	103	50	(53)	205.6%
11-TIF DISTRICT	0	0	0	0	0	0	0	0	
TOTAL REVENUES	1,736,256	1,760,445	1,888,654	1,823,780	33,403	1,026,533	1,861,017	834,484	55.2%
B: EXPENDITURES									
GENERAL AND ADMINISTRATIVE									
1-WAGES & BENEFITS	163,249	175,091	190,806	213,147	20,586	138,269	245,281	107,012	56.4%
2-PROFESSIONAL SERVICES	179,195	125,944	176,224	133,198	8,486	97,282	148,100	50,818	65.7%
4-OTHER EXPENDITURES	75,608	56,448	58,082	53,668	20,510	40,341	68,900	28,559	58.6%
TOTAL GENERAL & ADMINISTRATIVE	418,051	357,484	425,111	400,012	49,582	275,893	462,281	186,388	59.7%
5-PUBLIC SAFETY	363,897	363,453	368,944	384,098	138,433	249,904	393,103	143,199	63.6%
6-PUBLIC HEALTH	1,458	1,294	887	1,780	514	844	2,000	1,156	42.2%
7-STREETS	218,899	174,009	268,207	274,047	13,111	115,381	253,700	138,319	45.5%
9-OTHER PUBLIC WORKS	4,504	3,581	1,692	2,836	132	1,197	7,450	6,253	16.1%
10-BUILDINGS & LAND	7,792	7,511	11,203	10,446	340	6,201	10,750	4,549	57.7%
11-TIF DISTRICT	0	0	0	0	0	0	0	0	
12-PARKS & RECREATION	6,036	5,049	3,805	5,018	56	3,666	5,100	1,435	71.9%
TOTAL EXPENDITURES	1,020,638	912,381	1,079,849	1,078,237	202,168	653,086	1,134,384	481,298	57.6%
C: OTHER FINANCING SOURCES (USES)	(714,524)	(845,255)	(805,608)	(708,350)	0	(363,417)	(726,633)	(363,217)	
Net GENERAL FUND	1,094	2,810	3,197	37,193	(168,765)	10,031	0	(10,031)	

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 7/31/15

	Audited 2011	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
#115 BUILDINGS AND LAND CAPITAL FUND									
A: Revenues									
4012 Current Tax Levy - Bldg & Land	2,500	2,500	5,000	6,000	0	3,000	6,000	3,000	50.0%
4022 Levy: Afton Septic System - City Bldgs	0	0	0	15,000	0	7,500	15,000	7,500	50.0%
4600 Grant/Insurance: City Hall	5,038	0	27,654	(64)	0	0	0	0	
4831 Trf in re. Park Structures	0	0	0	0	0	0	0	0	
6910 Trf in fr General Fund (Non Budgeted)			25,000	0	0	0	0	0	
4906 Interest - Bldg & Land Fund	4	4	2	3	2	7	0	(7)	
TOTAL REVENUE	7,542	2,504	57,656	20,939	2	10,507	21,000	10,493	50.0%
B: Expenditures									
6003 City Hall Improvements	1,603	3,801	8,437	4,114	0	0	0	0	
6004 Bldg Repair & Maintenance	8,352	485	31,248	0	0	0	0	0	
6005 City Garage Improvements	900	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	10,855	4,286	39,685	4,114	0	0	0	0	
Net BLDG & LAND CAPITAL FUND	(3,313)	(1,783)	17,971	16,825	2	10,507	21,000	10,493	50.0%
#120 STREET IMP CAPITAL FUND									
A: Revenues									
4013 Current Tax Levy - Street Improvements	114,649	171,000	190,000	200,000	0	100,000	200,000	100,000	50.0%
4907 Interest - Street Imp Fund	64	27	38	66	11	65	0	(65)	
4016 MN Small City Assistance for Streets	0	0	0	0	30,257	30,257	0	(30,257)	
TOTAL REVENUE	114,713	171,027	190,038	200,066	30,268	130,321	200,000	69,679	65.2%
B: Expenditures									
7935 Pennington Av Improvements	293,422	5,980	3,550	2,227	0	0	0	0	
7936 2012 Street Projects (Various)	0	179,704	0	0	0	0	0	0	
7937 Bridge Repair & Replacement	0	4,444	4,655	2,469	0	0	0	0	
7938 Culvert Repair & Replacement	0	5,089	135	0	0	0	0	0	
7939 2013 Street Projects (Various)	0	0	113,816	0	0	0	0	0	
7940 2014 Street Projects (Various)	0	0	0	115,839	0	0	0	0	
7941 2015 Street Projects (Various)	0	0	0	0	0	184,314	0	(184,314)	
TOTAL EXPENDITURES	293,422	195,217	122,156	120,535	0	184,314	0	(184,314)	
C: Oth Fin Sources (Uses)/Transfers									
6910 Oper Trf fr General Fd (Non Budgeted)	55,000	175,000	25,000	0	0	0	0	0	
69xx Oper Trf from Road Construction Fund	0	0	0	0	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	55,000	175,000	25,000	0	0	0	0	0	
Net STREET IMP CAPITAL FUND	(123,709)	150,810	92,882	79,531	30,268	(53,993)	200,000	253,993	-27.0%

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 7/31/15

	Audited 2011	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
#200 PARK RESERVE FUND									
A: Revenues									
4425 Park Dedication Fees	0	7,612	10,000	10,000	0	44,743	0	(44,743)	
4426 Afton Donation Program - Parks	0	1,200	0	1,200	0	0	0	0	
4903 Interest Income - 4M Fund	60	58	29	7	2	9	0	(9)	
	0	0	0	0	0	0	0	0	
TOTAL REVENUE	60	8,870	10,029	11,207	2	44,752	0	(44,752)	
B: Expenditures									
6115 Park & Open Space Public Works	3,526	1,418	0	10,803	0	0	0	0	
6117 Grant - Lucy Winton Bell Athletic Fields	0	0	0	0	0	0	0	0	
6125 Bike Trail Improvements	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	3,526	1,418	0	10,803	0	0	0	0	
C: Oth Fin Sources (Uses)/Transfers									
Transfer to City Infrastructure Imp Fund	0	0	(100,000)	0	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	0	0	(100,000)	0	0	0	0	0	
Net PARK RESERVE FUND	(3,466)	7,452	(89,971)	404	2	44,752	0	(44,752)	
#250 SPECIAL RESERVE FUND									
A: Revenues									
6936 Trf from General Fund - Special Reserve	0	17,579	85,000	294	0	2,500	0	(2,500)	
4912 Interest - Spec Reserve 4M Fund	424	427	37	34	6	16	0	(16)	
TOTAL REVENUE	424	18,006	85,037	328	6	2,516	0	(2,516)	
B: Expenditures									
6918 Trf to General Fund	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	0	0	0	0	0	
Net SPECIAL RESERVE FUND	424	18,006	85,037	328	6	2,516	0	(2,516)	
#400 201 PROJECT FUND									
A: Revenues									
4625 201 Project Revenue	4,048	1,488	9,538	1,347	0	264	0	(264)	
4904 Interest - 201 Project	0	0	0	(1)	0	0	0	0	
TOTAL REVENUE	4,048	1,488	9,538	1,346	0	264	0	(264)	
B: Expenditures									
5915 201 Project maintenance	894	461	10,811	696	657	4,228	0	(4,228)	
5918 201 Project Mgmt	1,051	1,155	805	10	0	0	0	0	
TOTAL EXPENDITURES	1,944	1,616	11,616	706	657	4,228	0	(4,228)	
Net 201 PROJECT FUND	2,104	(128)	(2,078)	641	(657)	(3,965)	0	3,965	

City of Afton
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General Fund Summary plus Detail for All Other Funds
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	Audited 2011	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
#500 FIRE STATION DEBT SERV FUND									
A: Revenues									
4050 Fire Station Curr Tax Levy	54,875	55,546	55,808	57,356	0	28,967	57,933	28,967	50.0%
4904 Interest - Fire Station 4M Fund	1	2	2	2	0	0	0	0	
TOTAL REVENUE	54,876	55,548	55,810	57,358	0	28,967	57,933	28,967	50.0%
B: Expenditures									
6850 Fire Station Debt Service Expense	54,875	55,546	55,808	57,356	0	0	57,933	57,933	0.0%
	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	54,875	55,546	55,808	57,356	0	0	57,933	57,933	0.0%
Net FIRE STATION DEBT SERV FUND	1	2	2	2	0	28,967	0	(28,967)	
#550 SPECIAL ACTIVITIES FUND									
A.									
4914 Interest - Spec Activity Fd (Unallocated)	59	23	22	23	6	26	0	(26)	
B. Cable Comm/4th of July Reserve/CC Contingency/Comm Garden									
4815 Cable Distributions Received	9,073	5,177	0	0	0	7,711	0	(7,711)	
4816 Community Garden	0	1,250	(1,338)	(2,478)	0	0	0	0	
4817 MN Historic Preservation Design Guidelines	0	5,350	(5,350)	5,267	0	10,000	0	(10,000)	
4th of July Celebration Reserve	0	0	(915)	0	0	0	0	0	
6910 Oper Trf fr Gen'l Fd/City Council Contingency	0	8,000	0	0	0	0	0	0	
6366 City Council Contingency Expenses	(500)	(750)	(300)	0	0	0	0	0	
5561 Communications Expenses	(200)	(532)	0	(10,867)	0	(225)	0	225	
Total B. Cable Comm/4th of July Reserve	8,373	18,495	(7,903)	(8,078)	0	17,486	0	(17,486)	
C. Codification/Comp Plan/Moratoria									
6934 Oper Trf fr Gen'l Fd - Codification + Oth Rev	6,000	(12,358)	100	100	0	100	100	0	100.0%
6935 Oper Trf fr Gen'l Fund - Comprehensive Plan	5,000	(7,762)	100	2,000	0	1,000	2,000	1,000	
6958 Comm Growth Options (1000 Friends Grant)	0	0	0	0	0	0	0	0	
6356 Comprehensive Plan Expenses	0	0	0	(1,518)	0	(6,029)	0	6,029	
6358 Community Growth Options: Expense	0	0	0	0	0	0	0	0	
Total C. Codification of Ordinances	11,000	(20,120)	200	582	0	(4,929)	2,100	7,029	-234.7%

City of Afton
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General Fund Summary plus Detail for All Other Funds
Year to Date 7/31/15

	Audited 2011	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
D. Flood & Storm Water Control and Mitigation									
6931 Oper Trf fr Gen'l Fund (Flood Control)	5,500	5,500	5,500	5,500	0	2,750	5,500	2,750	50.0%
6932 Oper Trf fr Gen'l Fund (Storm Water Run-off)	3,500	3,500	3,500	3,500	0	1,750	3,500	1,750	50.0%
6942 LSCV Water Mgmt Org Revenue	0	0	0	0	0	0	0	0	
7833 TAG re. Wastewater Community Assessment	(319)	(3,499)	(12,164)	(8,881)	0	0	0	0	
7836 Flood & Storm Water Exp - General	(748)	(12,613)	0	0	0	6,640	0	(6,640)	
7842 Engineering Exp re. Old Village Public Process	0	0	0	0	0	0	0	0	
69xx Trf to Gen'l Fund (Stormwater Levee Prior Years)	0	0	0	0	0	0	0	0	
Total D. Flood Control & Mitigation	7,933	(7,112)	(3,164)	119	0	11,140	9,000	(2,140)	123.8%
F. Developer/Applicant Pass-Thru Expenses									
4341 Engineering Services Reimbursed	16,313	2,727	3,159	4,696	0	4,605	0	(4,605)	
4342 Legal Services Reimbursed	387	0	0	0	0	700	0	(700)	
4343 Planner Services Reimbursed	0	0	0	3,991	0	2,400	0	(2,400)	
4344 Other Dev Fees Reimbursed	34,267	184	92	0	0	0	0	0	
5341 Engineering Services Pass-Thru	(16,313)	(2,727)	(3,159)	(4,696)	0	(4,605)	0	4,605	
5342 Legal Services Pass-Thru	(387)	0	0	0	0	(700)	0	700	
5343 Planner Services Pass-Thru	0	0	0	(3,991)	0	(2,400)	0	2,400	
5344 Other Dev Fees Pass-Thru	(34,267)	(184)	(92)	0	0	0	0	0	
Total F. Developer/Applicant Pass-Thru Expenses	0	0	0	0	0	0	0	0	
G. TIF District No. 1 (Afton Market Square)									
4924 TIF District #1 Taxes	3,415	0	0	0	0	0	0	0	
5424 TIF District #1 Distributions/Expenses	(3,789)	1,223	0	0	0	0	0	0	
Total G. TIF District No. 1 (Afton Market Square)	(374)	1,223	0	0	0	0	0	0	
H. State Fire Aid									
4940 State Fire Aid Received	32,226	30,968	45,218	44,687	0	0	40,000	40,000	0.0%
5440 State Fire Aid Distributed	(32,226)	(30,968)	(45,218)	(44,687)	0	0	(40,000)	(40,000)	
Total H. State Fire Aid	0	0	0	0	0	0	0	0	
I. City Vehicles/Equipment									
69xx Oper Trf fr Gen'l - City Vehicles	2,500	2,500	2,500	2,500	0	1,250	2,500	1,250	50.0%
5508 City Equipment	0	0	(201)	0	0	0	0	0	
5977 John Deere X749 Tractor	0	(10,651)	0	0	0	0	0	0	
Total I. City Vehicles	2,500	(8,151)	2,299	2,500	0	1,250	2,500	1,250	50.0%

City of Afton
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	Audited 2011	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
J. Public Health Community Outreach									
4840 Wash Cty Grant 4669: Flu Pandemic	0	0	0	0	0	0	0	0	
6340 Pub Health Flu Pandemic Expenses	0	0	0	0	0	0	0	0	
4845 Well Water Testing Receipts (Residents)	0	0	0	0	0	0	0	0	
6345 Well Water Testing Expense (Coliform)	0	0	0	0	0	0	0	0	
Total J. Public Health Community Outreach	0	0	0	0	0	0	0	0	
K. Audit/Legal Reserve									
4842 Oper Trf fr Gen'l - Audit/Legal	150,000	20,000	100	100	0	100	100	0	100.0%
6342 Legal Exp - Deductible/CoPays	(302,629)	0	0	0	0	0	0	0	
Total K. Audit/Legal Reserve	(152,629)	20,000	100	100	0	100	100	0	100.0%
L. MN Unemployment Claims									
4843 Oper Trf fr Gen'l - MN Unemployment	20,000	10,000	10,000	3,000	0	1,500	3,000	1,500	50.0%
4844 Oper Trf fr Gen'l - Severance & Oth PTO	20,000	0	0	0	0	0	0	0	
6343 MN Unemployment Claim Expense	(12,949)	(10,898)	(3,637)	0	0	0	0	0	
6344 Severance Pay	0	(14,700)	0	0	0	0	0	0	
6345 Vacation, Sick & Other PTO	0	(4,526)	0	0	0	0	0	0	
Total L. MN Unemployment Claims	27,051	(20,125)	6,363	3,000	0	1,500	3,000	1,500	50.0%
M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk									
4844 Oper Trf fr Gen'l - Parks Capital Repairs/Trail & Ped Brid	6,000	3,000	3,500	5,500	0	2,750	5,500	2,750	50.0%
4846 Oper Trf fr Gen'l - Sidewalk	2,000	2,000	2,000	2,000	0	1,000	2,000	1,000	50.0%
6348 Parks Capital Repairs/Trail & Ped Bridge Expense	0	0	(13,540)	0	0	0	0	0	
Total M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk	8,000	5,000	(8,040)	7,500	0	3,750	7,500	3,750	50.0%
N. Election Expense Reserve									
4847 Oper Trf fr Gen'l - Election Levy	0	12,250	5,500	5,500	0	2,750	5,500	2,750	50.0%
6347 Election Expenses	0	(10,580)	(768)	(6,122)	0	(121)	0	121	
Total N. Election Expense Reserve	0	1,670	4,732	(622)	0	2,629	5,500	2,871	47.8%
Net SPECIAL ACTIVITIES FUND	(115,138)	9,359	(5,390)	5,125	6	32,952	21,200	(7,623)	155.4%
#600 MN INVESTMENT FUND									
A: Revenues									
4886 Chandler Exhibits Loan Repayment	27,612	27,612	27,612	9,204	0	0	0	0	
4904 Interest - MN Invest 4M Fund	31	39	38	43	4	26	0	(26)	
TOTAL REVENUE	27,642	27,650	27,650	9,247	4	26	0	(26)	
B: Expenditures									
8986 Chandler Exhibits Repay MN Invest Fd	17,612	17,612	17,612	5,871	0	0	0	0	
TOTAL EXPENDITURES	17,612	17,612	17,612	5,871	0	0	0	0	
Net MN INVESTMENT FUND	10,031	10,039	10,038	3,376	4	26	0	(26)	

City of Afton
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General Fund Summary plus Detail for All Other Funds
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	Audited	Audited	Audited	Audited	Month of	YTD Actual	Annual Budget	Remaining	YTD Act as %
	2011	2012	2013	2014	Jul-15	7/31/15	2015	Budget \$	of Annual Budget
#700 ROAD PAVING CONSTRUCTION FUND									
A: Revenues									
4915 Interest - Road Const 4M Fund	0	0	0	0	0	0	0	0	
TOTAL REVENUE	0	0	0	0	0	0	0	0	
B: Expenditures									
69xx Transfer to Street Imp for Afton Hills (Close out)	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	0	0	0	0	0	
Net ROAD PAVING CONSTRUCTION FUND	0	0	0	0	0	0	0	0	
#725 ROAD PAVING DEBT SERVICE FUND									
A: Revenues									
4725 Road Paving Debt Levy Proceeds	267,000	282,000	292,000	305,000	0	155,000	310,000	155,000	50.0%
4916 Interest - Road Debt Service 4M Fund	41	44	47	63	7	65	0	(65)	
TOTAL REVENUE	267,041	282,044	292,047	305,063	7	155,065	310,000	154,935	50.0%
B: Expenditures									
7725 Interest Expense - 2005A Road Bonds	143,482	139,610	135,380	130,632	0	10,853	0	(10,853)	
7726 2005A Bond Admin Expense	403	403	403	425	0	0	0	0	
7735 Interest Expense - 2014A Refunding Bonds	0	0	0	0	9,085	62,626	120,000	57,374	52.2%
7736 2014A Refunding Bonds Admin Expense	0	0	0	38,845	0	0	0	0	
TOTAL EXPENDITURES	143,884	140,013	135,783	169,902	9,085	73,479	120,000	46,521	61.2%
Net ROAD PAVING DEBT SERV FUND	123,157	142,031	156,265	135,161	(9,078)	81,587	190,000	108,413	42.9%
#800/805 CITY INFRASTRUCTURE IMP FD									
A: Revenues									
4917 Interest Income (Expense)	0	2	3	3	42	(21,908)	0	21,908	
4871 Rental Income - Flood Levee Property	0	850	1,700	0	0	0	0	0	
4895 DNR Flood Imp Grant/PFA Int Levy	0	360,921	756,544	0	0	39,137	0	(39,137)	
4896 DNR Flood Imp Grant Match - Tax Levy	0	95,000	95,000	95,000	0	47,500	95,000	47,500	50.0%
TOTAL REVENUE	0	456,773	853,247	95,003	42	64,729	95,000	30,271	68.1%
B: Expenditures									
8890 DNR Flood Improvement Expense	6,673	436,755	935,490	523,191	255,463	590,276	0	(590,276)	
TOTAL EXPENDITURES	6,673	436,755	935,490	523,191	255,463	590,276	0	(590,276)	
C: Oth Fin Sources (Uses)/Transfers									
4848 Oper Trf from Park Reserve Fund	0	0	100,000	0	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	0	0	100,000	0	0	0	0	0	
Net 800 CITY INFRASTRUCTURE IMPROVEMENT	(6,673)	20,018	17,756	(428,188)	(255,421)	(525,547)	95,000	620,547	-553.2%

City of Afton
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	Audited 2011	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
#810 CITY DOCK FUND									
A: Revenues									
4812 Lease of City Docks	3,850	3,850	3,850	3,850	0	3,850	3,850	0	100.0%
4909 Interest Income - 4M Fund	19	18	20	22	2	14	0	(14)	
TOTAL REVENUE	3,869	3,868	3,870	3,872	2	3,864	3,850	(14)	100.4%
B: Expenditures									
8930 Dock Improvements	0	0	0	1,115	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	1,115	0	0	0	0	
Net 810 CITY DOCK FUND	3,869	3,868	3,870	2,757	2	3,864	3,850	(14)	100.4%

TOTAL ALL FUNDS COMBINED

TOTAL REVENUE	2,512,711	2,864,822	3,454,401	2,605,178	63,741	1,499,836
TOTAL EXPENDITURES	1,957,756	1,864,998	2,478,415	2,055,069	467,373	1,512,823
OTH FINANCING SOURCES (USES)	(639,524)	(655,796)	(686,408)	(696,956)	0	(355,317)
Net ALL FUNDS COMBINED	(84,569.53)	344,027.89	289,578.57	(146,846.90)	(403,631.96)	(368,303.49)

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
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	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
#100 GENERAL FUND								
1-PROPERTY TAXES:								
4000 Current Tax Levy	840,790	870,158	860,094	0	503,440	931,792	428,352	54.0%
4003 Market Value Credit (Special Levies)	0	0	0	0	0	0	0	
4005 Fiscal Disparity	51,127	46,685	47,649	0	37,322	45,758	8,436	81.6%
4015 Delinq Taxes, Penalties, Int & Adj	6,421	17,089	17,950	0	5,001	0	(5,001)	
4013 Street Improvement Capital Fund	171,000	190,000	200,000	0	100,000	200,000	100,000	50.0%
6928 Special Reserve Fund	17,579	0	294	0	2,500	5,000	2,500	50.0%
6932 Stormwater Fund	3,500	3,500	3,500	0	1,750	3,500	1,750	50.0%
6933 Vehicle/Equipment Replacement Fund	2,500	2,500	2,500	0	1,250	2,500	1,250	50.0%
6935 Comprehensive Plan	(7,762)	100	2,000	0	1,000	2,000	1,000	50.0%
6936 Flood Fund	5,500	5,500	5,500	0	2,750	5,500	2,750	50.0%
6937 DNR Grant Match	95,000	95,000	95,000	0	47,500	95,000	47,500	50.0%
6934 Codification	(12,358)	100	100	0	100	100	0	100.0%
4843 MN Unemployment Claims	10,000	10,000	3,000	0	1,500	3,000	1,500	50.0%
4847 Election Fund	4,250	5,500	5,500	0	2,750	5,500	2,750	50.0%
6910 City Council Contingency Fund	8,000	0	0	0	0	0	0	
4842 Audit and Legal Reserve	20,000	100	100	0	100	100	0	100.0%
4844 Parks Capital Repairs/Trail & Ped Bridge	3,000	3,500	5,500	0	2,750	5,500	2,750	50.0%
4022 Afton Septic System - City Bldgs	0	0	15,000	0	7,500	15,000	7,500	50.0%
xxxx Public Facilities Authority (PFA) Loan Interest	0	0	0	0	4,000	8,000	4,000	50.0%
4846 Sidewalk	2,000	2,000	2,000	0	1,000	2,000	1,000	50.0%
4012 Bldg & Land Capital Fund	2,500	5,000	6,000	0	3,000	6,000	3,000	50.0%
4050 Debt Service Levy, Fire Hall Remodeling	55,546	55,808	57,356	0	28,967	57,933	28,967	50.0%
4725 Debt Serv Levy - Road Construction Bonds	282,000	292,000	305,000	0	155,000	310,000	155,000	50.0%
TOTAL PROPERTY TAXES	1,560,592	1,604,540	1,634,042	0	909,180	1,704,183	795,003	53.3%
2-INTERGOVERNMENTAL REVENUE:								
4100 Gravel Tax/West Lakeland Cent College	0	(2,301)	(2,374)	0	(2,333)	(2,400)	(67)	
4108 Market Value Credit - Ag	6,606	2,950	5,797	0	0	0	0	
4112 PERA Rate Increase Aid	634	634	634	317	317	634	317	50.0%
4175 Agricultural perserve credit	790	528	659	0	0	500	500	0.0%
TOTAL INTERGOVT REVENUES	8,031	1,811	4,715	317	(2,016)	(1,266)	750	
3-CHARGES FOR SERVICES:								
4205 Assessment Search	80	20	50	0	10	35	25	28.6%
4210 Sale of City Data (Various Media)	125	52	20	0	86	100	14	85.8%
4230 Recycling bin revenue	0	0	0	0	0	0	0	
4270 Misc Planning & Zoning Fees	0	0	0	0	0	0	0	
TOTAL CHARGES FOR SERVICES	205	72	70	0	96	135	39	70.9%

City of Afton
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	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
4-FINES & FORFEITURES:								
4300 County Fines & Fees	19,292	15,901	10,359	3,273	10,246	16,000	5,754	64.0%
4305 Other Fines & Forfeitures	0	0	0	0	0	250	250	0.0%
TOTAL FINES & FORFEITURES	19,292	15,901	10,359	3,273	10,246	16,250	6,004	63.1%
5-LICENSES, FEES, PERMITS:								
4400 Building Permit Fees - Afton	85,983	181,192	86,885	9,989	70,928	65,000	(5,928)	109.1%
4401 Building & Eng'g Inspection Fees	965	2,729	800	300	550	250	(300)	220.0%
4404 4th of July permits	919	200	250	0	0	500	500	0.0%
4405 Pet License & Impound Fees	230	1,825	335	0	975	300	(675)	325.0%
4410 Liquor Licenses	2,600	3,000	3,000	0	0	2,600	2,600	0.0%
4415 Other Licenses	156	339	413	0	100	350	250	28.4%
4435 Street Opening & Utility Permit Fees	3,250	2,500	750	0	0	1,750	1,750	0.0%
4437 Utility Franchise Fees	58,409	58,383	59,438	16,689	29,642	58,000	28,358	51.1%
4440 Zoning Fees & Permits	3,925	3,185	10,248	2,300	5,285	3,000	(2,285)	176.2%
TOTAL LICENSES, FEES, PERMITS	156,437	253,353	162,119	29,278	107,479	131,750	24,271	81.6%
7-MISCELLANEOUS REVENUE:								
4601 Insurance dividend	6,162	4,072	3,208	0	0	1,125	1,125	0.0%
4604 Park rental & cleaning fees	1,221	550	825	225	525	500	(25)	105.0%
4615 Settlements/Other Income/Transfer	163	0	10	0	20	0	(20)	
TOTAL MISCELLANEOUS REVENUE	7,546	4,622	4,043	225	545	1,625	1,080	33.6%
9-OTHER GRANTS:								
4810 County Grant-recycling grant	7,098	7,098	7,178	0	0	7,090	7,090	0.0%
4815 Cable Commission Grant	1,200	1,200	1,200	300	900	1,200	300	75.0%
TOTAL OTHER GRANTS	8,298	8,298	8,378	300	900	8,290	7,390	10.9%
10-INTEREST REVENUES:								
4901 Interest - 4M Fund General	45	57	54	10	103	50	(53)	205.6%
TOTAL INTEREST REVENUES	45	57	54	10	103	50	(53)	205.6%
TOTAL REVENUES	1,760,445	1,888,654	1,823,780	33,403	1,026,533	1,861,017	834,484	55.2%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 7/31/15

	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
B: EXPENDITURES								
1-WAGES & BENEFITS:								
5002 Mayor & Council	13,200	13,200	13,200	1,100	7,900	13,200	5,300	59.8%
5004 Administrator	68,235	75,000	81,575	7,346	51,421	89,025	37,604	57.8%
5005 Intern (s)	0	0	0	0	0	4,500	4,500	0.0%
5007 Office Assistant	15,168	15,676	17,717	1,523	10,411	15,606	5,195	66.7%
5008 Office Manager/Deputy Clerk	34,975	36,436	38,593	3,453	22,957	41,616	18,659	55.2%
5020 Maintenance Personnel incl Vehicle Allowance	18,464	19,055	17,849	2,520	10,094	23,253	13,159	43.4%
5014 FICA & Medicare	10,782	11,754	13,425	1,320	8,848	14,321	5,473	61.8%
5018 Insurance Benefits (Disability)	362	728	642	54	377	720	343	52.3%
5037 Other Financial Benefits	1,617	6,000	16,200	2,200	15,400	26,400	11,000	58.3%
5053 PERA	10,106	10,772	11,416	1,071	7,173	14,040	6,867	51.1%
5024 Workers Comp Insurance	2,183	2,185	2,530	0	3,689	2,600	(1,089)	141.9%
TOTAL WAGES & BENEFITS	175,091	190,806	213,147	20,586	138,269	245,281	107,012	56.4%
2-PROFESSIONAL SERVICES:								
5120 Contract - Videographer	556	523	606	362	362	1,000	638	36.2%
5302 Assessor Fees	18,683	18,977	20,191	0	20,716	21,200	484	97.7%
5304 Accounting fees	12,705	13,020	13,365	1,075	7,750	14,150	6,400	54.8%
5305 Auditing fees	5,810	4,665	5,350	0	5,450	5,700	250	95.6%
5310 Engineering Fees	15,896	16,852	12,722	0	6,457	30,000	23,544	21.5%
5315 Recording fees	92	0	151	0	46	300	254	15.3%
5320 Legal fees - Prosecution	26,824	28,273	29,698	2,626	15,769	28,000	12,231	56.3%
5321 Legal fees - General/Civil	21,176	24,383	13,772	1,374	11,531	22,000	10,469	52.4%
5330 Planning Fees	(12,134)	0	0	0	0	0	0	
5335 Other Fees for Service	0	0	0	0	0	1,500	1,500	0.0%
5350 Building Inspection Fees - Stensland	35,805	68,952	36,910	3,049	29,058	22,750	(6,308)	127.7%
5360 Misc Dev Fees	0	91	(200)	0	(345)	0	345	
5370 Well Monitoring Program	72	0	144	0	0	1,000	1,000	0.0%
5380 Watershed Management	459	488	488	0	488	500	12	97.7%
TOTAL PROFESSIONAL SERVICES	125,944	176,224	133,198	8,486	97,282	148,100	50,818	65.7%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 7/31/15

	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
4-OTHER EXPENDITURES:								
5500 Office Equipment	0	527	176	0	1,612	600	(1,012)	268.7%
5505 Bank/IRS Fees/Penalties/Sales Tax	496	664	135	0	269	400	131	67.2%
5510 Comp Svc (All Hard/Software, GIS, Web, Email)	7,645	7,476	4,825	377	4,643	9,500	4,857	48.9%
5516 Copier Lease	6,186	7,148	6,424	410	2,870	7,500	4,630	38.3%
5520 Equipment Maintenance	0	0	62	0	0	1,000	1,000	0.0%
5525 Insurance-General Liability	19,564	20,824	18,377	17,886	17,886	20,000	2,114	89.4%
5535 Misc. Expense	708	357	230	64	105	3,000	2,895	3.5%
5540 Office Supplies	3,533	3,281	2,673	64	1,321	4,500	3,179	29.4%
5545 Other Administration	139	100	475	0	593	500	(93)	118.6%
5550 Postage	3,164	3,720	4,816	400	1,696	3,500	1,804	48.5%
5555 Publishing & Printing	2,068	1,777	2,336	532	2,630	2,800	170	93.9%
5560 Newsletter	6,250	4,833	5,281	189	2,857	6,600	3,743	43.3%
5565 Telephone	2,707	2,901	2,759	0	1,869	3,500	1,631	53.4%
5575 Travel & Mileage	47	30	180	0	0	500	500	0.0%
5580 Membership & Dues	2,916	2,987	2,987	0	0	3,000	3,000	0.0%
5585 Seminars & Education	1,025	1,455	1,932	589	1,989	2,000	11	99.4%
5595 Election Expenses	0	0	0	0	0	0	0	
5598 Charter Commission/Special Election	0	0	0	0	0	0	0	
TOTAL OTHER EXPENDITURES	56,448	58,082	53,668	20,510	40,341	68,900	28,559	58.6%
SUBTOTAL GENERAL & ADMINISTRATIVE	357,484	425,111	400,012	49,582	275,893	462,281	186,388	59.7%
5-PUBLIC SAFETY:								
5605 Animal Control	3,834	1,969	1,899	127	1,354	4,000	2,646	33.8%
5625 Fire & Ambulance Service	189,316	199,472	213,705	54,988	164,965	219,953	54,988	75.0%
5626 Fire Relief Association	6,782	2,470	0	0	0	0	0	
5635 Police Service - County	163,521	165,033	168,494	83,318	83,585	169,150	85,565	49.4%
TOTAL PUBLIC SAFETY	363,453	368,944	384,098	138,433	249,904	393,103	143,199	63.6%
6-PUBLIC HEALTH:								
5705 Recycling - Afton	0	0	150	0	25	500	475	5.0%
5720 Refuse Hauling - City Hall	1,294	887	1,630	514	819	1,500	681	54.6%
TOTAL PUBLIC HEALTH	1,294	887	1,780	514	844	2,000	1,156	42.2%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 7/31/15

	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
7-STREETS:								
5820 Gravel Road Maintenance	3,114	2,517	1,755	255	2,745	4,000	1,255	68.6%
5825 Crackseal/Seal Coat/Gravel Shouldering	6,009	720	90,685	3,008	3,008	71,000	67,992	4.2%
5830 Snow & Ice Control	95,457	162,076	115,692	0	37,058	110,000	72,942	33.7%
5835 Surf maint/Sweeping/Pothole Repair	21,432	25,054	29,844	5,488	42,932	30,000	(12,932)	143.1%
5845 Brush,Tree,Mow,Bridge,Culvert,Guardrail	33,893	65,736	25,502	2,819	23,367	25,000	1,633	93.5%
5850 Street Lighting	4,480	4,682	3,982	370	2,687	5,000	2,313	53.7%
5855 Gas Lamps - Operating Costs	2,870	2,688	2,851	85	1,475	2,700	1,225	54.6%
5856 Gas Lamps - Capital	2,841	2,468	0	0	0	0	0	
5860 Signs & Signals	2,123	1,691	2,977	1,031	1,694	4,000	2,306	42.4%
5870 Other - Road Maint.	1,791	575	758	57	415	2,000	1,585	20.7%
TOTAL STREETS	174,009	268,207	274,047	13,111	115,381	253,700	138,319	45.5%
9-OTHER PUBLIC WORKS EXPENDITURES:								
5910 Flood Control (Operate Pump/Dike)	658	264	803	0	0	4,000	4,000	0.0%
5920 Repair & Maint - Equipment	1,740	518	1,312	74	532	1,500	968	35.5%
5925 Fuel & Lubricants	696	694	478	57	475	1,000	525	47.5%
5930 Tools & Minor Equipment	487	217	243	0	191	950	759	20.1%
5940 Sidewalk improvements	0	0	0	0	0	0	0	
TOTAL OTHER PUBLIC WORKS	3,581	1,692	2,836	132	1,197	7,450	6,253	16.1%
SUBTOTAL STREETS, REHAB & PUBLIC WORKS	177,590	269,899	276,883	13,243	116,579	261,150	144,571	44.6%
9-BUILDINGS & LAND:								
6010 Gas Heat	1,186	1,721	2,060	78	1,275	2,500	1,225	51.0%
6020 Electricity	1,707	2,030	1,822	123	1,011	1,750	739	57.8%
6030 Miscellaneous Expense	1,044	1,565	777	27	647	500	(147)	129.4%
6035 Cleaning	150	957	1,031	32	789	1,000	211	78.9%
6040 Repair & Maintenance	1,175	1,404	898	20	389	2,000	1,611	19.5%
6045 City Garage Expense	2,017	3,266	3,264	60	1,844	2,500	656	
6050 Supplies	231	260	594	0	246	500	254	49.2%
TOTAL BUILDINGS & LAND	7,511	11,203	10,446	340	6,201	10,750	4,549	57.7%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 7/31/15

	Audited 2012	Audited 2013	Audited 2014	Month of Jul-15	YTD Actual 7/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
12-PARKS & RECREATION:								
6105 4th of July Celebration	4,265	2,985	3,691	0	3,500	3,500	0	100.0%
6135 Park Maintenance	783	713	1,275	50	111	1,200	1,089	9.3%
6140 Miscellaneous expense	0	107	52	6	54	300	246	18.1%
6145 Park Equipment	0	0	0	0	0	0	0	
6205 Cemetery maintenance	0	0	0	0	0	100	100	0.0%
TOTAL PARKS & RECREATION	5,049	3,805	5,018	56	3,666	5,100	1,435	71.9%
OVERALL TOTAL EXPENDITURES	912,381	1,079,849	1,078,237	202,168	653,086	1,134,384	481,298	57.6%
C: OTHER FINANCING SOURCES (USES)								
4725 Tax Levy to Road Debt Service Fund	(282,000)	(292,000)	(305,000)	0	(155,000)	(310,000)	(155,000)	
4050 Tax Levy to Fire Hall Debt Service Fund	(55,546)	(55,808)	(57,356)	0	(28,967)	(57,933)	(28,967)	
6920 Oper trf to Bldg & Land Fund - Budgeted	(2,500)	(5,000)	(6,000)	0	(3,000)	(6,000)	(3,000)	
6920 Oper trf to Bldg & Land Fund - UnBudgeted		(25,000)	0	0	0			
6921 Oper trf to Street Imp -UnBudgeted	(175,000)	(25,000)	0	0	0	0		
6925 Oper trf to Street Imp -Budgeted	(171,000)	(190,000)	(200,000)	0	(100,000)	(200,000)	(100,000)	
6928 Oper Trf from(to) Special Reserve Fund	(17,579)	(85,000)	(294)	0	(2,500)	(5,000)	(2,500)	
6932 Oper Trf to Stormwater Fund	(3,500)	(3,500)	(3,500)	0	(1,750)	(3,500)	(1,750)	
6933 Oper Trf to Vehicle Fund	(2,500)	(2,500)	(2,500)	0	(1,250)	(2,500)	(1,250)	
6935 Oper Trf to Comprehensive Plan	7,762	(100)	(2,000)	0	(1,000)	(2,000)	(1,000)	
6936 Oper Trf to Flood Mitigation & Control	(5,500)	(5,500)	(5,500)	0	(2,750)	(5,500)	(2,750)	
6937 Oper Trf to DNR Grant Match	(95,000)	(95,000)	(95,000)	0	(47,500)	(95,000)	(47,500)	
UnBud Trf to Spec Act MN UI Claims, Sev, PTO	0	0	0	0	0	0	0	
6934 Oper trf to Codification (Spec Act Fd)	12,358	(100)	(100)	0	(100)	(100)	0	
4843 Oper Trf to MN Unemployment Claims	(10,000)	(10,000)	(3,000)	0	(1,500)	(3,000)	(1,500)	
4847 Oper Trf to Election Expense Fund	(12,250)	(5,500)	(5,500)	0	(2,750)	(5,500)	(2,750)	
6910 City Council Contingency Fund	(8,000)	0	0	0	0	0	0	
4842 Oper Trf to Audit and Legal Reserve	(20,000)	(100)	(100)	0	(100)	(100)	0	
4844 Oper Trf to Parks Capital Repairs/Trail & Ped Bridge	(3,000)	(3,500)	(5,500)	0	(2,750)	(5,500)	(2,750)	
xxxx Oper Trf to Afton Septic System - City Bldgs			(15,000)	0	(7,500)	(15,000)		
xxxx Oper Trf to PFA Loan Interest (Spec Act Fd)			0	0	(4,000)	(8,000)		
4846 Oper Trf to Sidewalk	(2,000)	(2,000)	(2,000)	0	(1,000)	(2,000)	(1,000)	
6929 Trf (to)/from Special Activities Fund (Various)	0	0	0	0	0	0	0	
TOTAL OTH FINANCING/TRANSFERS	(845,255)	(805,608)	(708,350)	0	(363,417)	(726,633)	(351,717)	
REVENUES OVER (UNDER) EXPENDITURES	\$2,810	3,197	37,193	(168,765)	10,031	\$0	(10,031)	
Fund Balance - Beginning of Period	\$258,108	260,918	264,114		\$301,307			
Fund Balance - End of Period	\$260,918	264,114	301,307		\$311,338			

City of Afton
Summary of Special Activities and MN Investment Funds
YTD 7/31/15

	Balance 12/31/2012	Balance 12/31/2013	Balance 12/31/2014	Receipts	Disbursements	Transfers	Balance 7/31/2015
#550 Special Activities Fund							
A. Interest (unallocated)	3,826.56	3,848.46	3,871.67	26.17			3,897.84
B1. Cable Commission	23,978.90	23,978.90	18,378.87	7,710.86	225.00		25,864.73
B2. 4th of July Reserve	914.75	0.00	0.00				0.00
B3. City Council Contingency Reserve	13,752.60	13,452.60	10,975.00				10,975.00
B4. Community Garden	1,250.00	(87.88)	(87.88)				(87.88)
B4. MN Historic Preservation Design Guidelines	5,350.00	0.00	0.00	10,000.00			10,000.00
C1. Codification	3,550.20	3,650.20	3,750.20	100.00			3,850.20
C2. Comprehensive Plan	7,573.28	7,673.28	8,155.36	1,000.00	6,029.25		3,126.11
D1. Flood Control (Acct 7836)	2,945.20	8,445.20	5,063.99	9,390.28			14,454.27
D2. Storm Water Control	14,433.70	17,933.70	21,433.70	1,750.00			23,183.70
D6. TAG Wastewater Comm Assessmnt (Acct 7833)	(3,818.12)	(15,982.34)	(15,982.34)				(15,982.34)
F. Applicant Pass-Thru Expenses	0.00	0.00	0.00	7,704.50	7,704.50		0.00
G. TIF Dist No. 1 (Afton Market Square)	849.01	849.01	849.01				849.01
H. State Fire Aid (Pass-Thru)	0.00	0.00	0.00				0.00
I. City Vehicles	(650.52)	1,648.96	4,148.96	1,250.00			5,398.96
K. Audit/Legal Reserve	38,236.57	38,336.57	38,436.57	100.00			38,536.57
L. MN UI Claims, Severance & Oth PTO	14,425.53	20,788.53	23,788.53	1,500.00			25,288.53
M. Pedestrian Bike Trail & Bridge	21,000.00	10,959.94	16,459.94	2,750.00			19,209.94
N. Election Expense	1,670.12	6,402.20	5,780.27	2,750.00	120.94		8,409.33
O. Sidewalk	6,000.00	8,000.00	10,000.00	1,000.00			11,000.00
Total #550 Special Activities Fund	155,287.78	149,897.33	155,021.85	47,031.81	14,079.69	0.00	187,973.97
#600 MN Investment Fund							
4886/8986 Chandler Exhibits	90,946.70	100,985.08	104,361.13	26.47		0.00	104,387.60
Total #600 MN Investment Fund	90,946.70	100,985.08	104,361.13	26.47	0.00	0.00	104,387.60