

The meeting was held remotely via Zoom due to the Covid-19 pandemic.

1. **CALL TO ORDER** – Chair Kopitzke called the meeting to order at 7:00 PM
2. **ROLL CALL** – Present: Chair Kris Kopitzke, Kuchen Hale, Doug Parker, Sally Doherty, Roger Bowman, Scott Patten, Christian Dawson & Justin Sykora. James Langan joined the meeting later.
ALSO IN ATTENDANCE – Council member Wroblewski, City Administrator Ron Moore
3. **APPROVAL OF AGENDA** –
Motion/Second Hale/Parker To approve the agenda for the August 31, 2020 Planning Commission meeting. Roll call: all aye, passed 8-0.
4. **APPROVAL OF MINUTES** –
A. August 3, 2020
Motion/Second Parker/Patten To approve minutes of the August 3, 2020 Planning Commission meeting. Roll call: all aye, Passed 8-0.
5. **REPORTS AND PRESENTATIONS** - None
6. **PUBLIC HEARINGS** –
A. Ordinance Amendment Regarding the Discharge of Firearms

Chair Kopitzke opened the public hearing at 7:07 PM

Administrator Moore provided an overview of the history on the discussions and meetings regarding the ordinance amendment.

Barb Dacy, 13201 40th St. S opposed to this ordinance amendment because it allows too much shooting. Doesn't preserve residential character.

Kris Haslund, 12675 10th St S. There has been much more shooting lately, too much. People with PTSD have a difficult time hearing this. Also has been hearing it at night after dark.

Jen Wroblewski, 481 Neal Ave S. Increases in gun noise for prolonged periods of time, sounds like gun range shooting. Would like enforceable limits.

Kevin Anderson, feels this is the first step toward cutting people's rights. To handle a gun safely, the owner has to practice. Once per month is not enough. Limiting amount of rounds is unenforceable.

David Warmus, 15102 Afton Hills Dr. DNR laws seem to be adequate. How is this ordinance enforceable?

Clay Diggins, Trading Post Tr. In support of taking action on the ordinance. He shoots at a range under consideration to his neighbors. Hundreds of rounds multiple times per week is too much.

Ralph Dunn, 30th St. Argument seems to be over number of rounds. Compromise would be somewhere around 300-400 rounds per month which is less than what it is now. Change gradually.

Motion/Second Sykora/Parker to close public hearing.

Roll call: All aye, Passed 9-0.

Public hearing closed at 7:45 PM.

Below is a summary of the Public Comments

- Opposed to proposed ordinance, because it would allow too much shooting
- Proposed ordinance allows too many rounds and it would be helpful to have advance notice of shooting
- There is increasing recreational shooting, and the City's population is increasing, so it is good to be forward looking in providing limitations on the amount of shooting, and safety precautions for shooting are also needed.

- 56 • The proposed ordinance is the first step in cutting gun rights
- 57 • Practice is needed for safety, and allowing shooting only once per month does not provide for sufficient
- 58 practice
- 59 • The DNR's regulations ought to be adequate if residents would respect their neighbors.
- 60 • Question regarding how the ordinance is enforceable.
- 61 • Some limitations are needed. Not every property should become a shooting range.
- 62 • The limitation of 100 rounds per month is too low.

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64 Planning Commission discussion

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66 The Planning Commission provided a number of comments regarding the ordinance amendment language that
67 are summarized below, and recommended revised ordinance language that is provided below.

- 68 • The Council's efforts toward a compromise solution are appreciated, but the Council's language is still too
- 69 restrictive.
- 70 • The community is signaling a readiness to put more bounds on firearms use, but there is significant feedback
- 71 that 50 rounds per day once every two weeks is too restrictive.
- 72 • It may be necessary to start with stricter regulations to stop abuses, then loosen restrictions later.
- 73 • Shooting at night could be related to the hunting of coyotes, which is allowed at night.
- 74 • Additional research and study, including additional efforts to obtain feedback from residents, is needed.
- 75 • An ordinance amendment should be periodically reviewed to determine if it adequately balances the
- 76 protection of Afton's traditional ability to shoot firearms, while protecting the ability of residents to enjoy
- 77 the solitude of their natural open spaces.

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79 **Motion/Second Hale/Sykora to allow firearms discharge on one day per week and to allow a maximum**

80 **of 120 rounds over one hour per day.**

81 **Sykora offered a friendly amendment regarding no shooting on consecutive days (accepted by Hale).**

82 **Kopitzke offered a friendly amendment to allow 120 rounds or 1 hour per day, whichever comes**

83 **first. (Accepted by Hale and Sykora)**

84
85 The following is the revised ordinance amendment language recommended by the Planning
86 Commission:

87 **(k) Other than for allowed hunting, the discharge of firearms on a parcel or contiguous**

88 **parcels under common ownership is limited to a maximum of one day per week, but not on**

89 **two consecutive days, with a maximum of 120 rounds or one hour per day, whichever comes**

90 **first.**

91 **Motion Vote - Roll call: All aye, Passed 9-0.**

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94 **7. NEW BUSINESS – None**

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96 **8. OLD BUSINESS –**

97 **A. Update on City Council actions**

98 Council member Wroblewski provided a summary of the August 18 City Council meeting.

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100 **9. ADJOURN**

101 **Motion/Second Hale/Doherty To adjourn. Roll call: all aye, Passed 8-0.**

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103 Meeting adjourned at 9:06 pm.

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Respectfully submitted by:

Julie Yoho, City Clerk

To be approved on October 5, 2020 as (check one): Presented: _____ or Amended: _____

DRAFT

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

Meeting Date Sept.15, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
 From: Ron Moorse, City Administrator
 Date: September 9, 2020
 Re: Ordinance Amendment Regarding Firearms Discharge – **Ordinance 05-2020**

Firearms Discharge Ordinance Amendment Language

The Planning Commission, at its August 31, 2020 meeting, held a public hearing regarding an ordinance amendment regulating firearms discharge with the following language. (The full ordinance amendment is attached.)

(k) Other than for allowed hunting, the discharge of firearms on a parcel or contiguous parcels under common ownership is limited to a maximum of one day every two weeks, a maximum of 50 rounds per day and a maximum of 1 hour per day.

A number of comments were received from the public regarding the ordinance amendment, and the Planning Commission provided a number of comments regarding the ordinance amendment, as well as a recommendation regarding revised ordinance language.

Public Hearing Comments

The following is a summary of the comments from the public during the public hearing.

- Opposed to proposed ordinance, because it would allow too much shooting
- Proposed ordinance allows too many rounds and it would be helpful to have advance notice of shooting
- There is increasing recreational shooting, and the City's population is increasing, so it is good to be forward looking in providing limitations on the amount of shooting, and safety precautions for shooting are also needed.
- The proposed ordinance is the first step in cutting gun rights
- Practice is needed for safety, and allowing shooting only once per month does not provide for sufficient practice
- The DNR's regulations ought to be adequate if residents would respect their neighbors.
- Question regarding how the ordinance is enforceable.
- Some limitations are needed. Not every property should become a shooting range.
- The limitation of 100 rounds per month is too low.

Planning Commission Comments and Recommendation

The Planning Commission provided a number of comments regarding the ordinance amendment language that are summarized below, and recommended revised ordinance language that is provided below.

Planning Commission Comments.

- The Council's efforts toward a compromise solution are appreciated, but the Council's language is still too restrictive.

- The community is signaling a readiness to put more bounds on firearms use, but there is significant feedback that 50 rounds per day once every two weeks is too restrictive.
- It may be necessary to start with stricter regulations to stop abuses, then loosen restrictions later.
- Shooting at night could be related to the hunting of coyotes, which is allowed at night.
- Additional research and study, including additional efforts to obtain feedback from residents, is needed.
- The ordinance amendment should be periodically reviewed to determine if it adequately balances the ability to shoot firearms with the protection of neighbors from excessive, repetitive noise; to protect Afton's traditional ability to shoot firearms, while protecting the ability of residents to enjoy the solitude of their natural open spaces which is also an important element of Afton's heritage and character.

Planning Commission Recommendation Regarding Revised Ordinance Language.

The following is the revised ordinance amendment language recommended by the Planning Commission on a vote of 9-0-0.

(k) Other than for allowed hunting, the discharge of firearms on a parcel or contiguous parcels under common ownership is limited to a maximum of one day per week, but not on two consecutive days, with a maximum of 120 rounds or one hour per day, whichever comes first.

Additional Public Comments

Attached are written public comments received in relation to the Planning Commission public hearing and additional public comments recently received. If additional public comments are received prior to the Council meeting, they will be forwarded to the Council.

Most Recent Chronological Background

Attached is an outline of the most recent chronological background regarding the ordinance amendment.

Council Action Requested

Motion regarding the adoption of ordinance 05-2020, an ordinance amendment regarding firearms discharge.

ORDINANCE 05-2020

CITY OF AFTON

WASHINGTON COUNTY, MINNESOTA

**AN ORDINANCE AMENDING SECTION 14-1 OF CHAPTER 14, OF THE CITY CODE REGARDING
THE DISCHARGE OF FIREARMS**

THE CITY COUNCIL OF THE CITY OF AFTON, MINNESOTA HEREBY ORDAINS:

The following section of the Afton Code of Ordinances shall be amended by adding the **bold and underlined** language.

Sec. 14-1. Use, discharge of firearms.

- (a) NOTHING IN THIS SECTION SHALL REGULATE, CONTROL OR PREEMPT THE USE OF FIREARMS FOR SELF DEFENSE WHICH SHALL BE SOLELY REGULATED AND CONTROLLED BY APPLICABLE MN STATE STATUTES (609.06 and 609.65)
- (b) Firearm definition – A firearm is defined as any gun from which any projectile is discharged or propelled by means of an explosion, excluding devices used exclusively for the firing of stud cartridges, explosive rivets, or similar industrial apparatus, instruments, or equipment used by construction personnel, licensed physicians or veterinarians in the course or scope of their professions.
- (c) Within the city, it shall be unlawful for any person to discharge out of doors upon the land of another, including all land owned by the City, any firearm, without having, in possession, written permission from the owner or tenant of such land to discharge such firearm thereon, which must include the full name, address, phone number, and signature of the landowner or lessee as well as the full name of the person given permission to hunt or shoot.
- (d) It is unlawful for any person to discharge any firearm in any place or manner so as to endanger any person or property.
- (e) It is unlawful for any person to discharge a firearm in a city park, on any school property, or in any property located in an area zoned commercial or industrial with the exception of police officers acting in the scope of their lawful authority.
- (f) It is unlawful to discharge a firearm across or within the right of way of any public road or highway.
- (g) Firearms may not be discharged:
 - 1. Except by the landowner and his/her immediate family in residence on the property or in the presence of the landowner or lessee of the land, or with the written permission of the landowner or lessee of the land. The person authorized to hunt/shoot must have in their possession the written permission which must include the full name, address, phone number, and signature of the landowner or lessee as well as the full name of the person given permission to hunt or shoot.
 - 2. Within 500 feet of any residence or accessory building on a parcel under separate ownership from the parcel on which the firearm is discharged, unless the person has written permission from the land owner as required in paragraph (g) 1 above.

3. Before 0900 hours or after one-half hour before sunset, except when hunting game or non-game animals in compliance with the requirements of Minnesota Hunting Restrictions and Requirements (MN State Statute 97B)
- (h) No firearm shall be discharged in a manner reasonably expected to cause a projectile to cross the boundary of a parcel not under common ownership with the parcel from which the projectile is fired, unless the person has written permission from the land owner as required in paragraph (g) 1 above.
- (i) It is unlawful to discharge a firearm while under the influence of a controlled substance or under the influence of alcohol.
- (j) Individuals discharging firearms must be adults or must be under the supervision of a responsible adult, with the exception of juveniles 16 and over during the hunting season who meet the legal requirements to hunt according to Minnesota's hunting regulations. Nothing in this paragraph shall prohibit juveniles from hunting in compliance with the requirements of Minnesota Hunting Restrictions and Requirements (MN State Statute 97B)
- (k) Other than for allowed hunting, the discharge of firearms on a parcel or contiguous parcels under common ownership is limited to a maximum of one day every two weeks, a maximum of 50 rounds per day and a maximum of 1 hour per day.**

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 15TH DAY OF SEPTEMBER, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Perkins:
Wroblewski:
Ross:
Nelson:
Palmquist:

Firearms Ordinance Most Recent Chronological Background

July 6, 2020 Planning Commission Meeting: Public Hearing and Recommendation

The Planning Commission, at its July 6, 2020 meeting, held a public hearing to receive public input regarding a draft ordinance amendment regarding firearms discharge, gun ranges and nuisance noise and requested an opportunity for additional review and discussion of the ordinance amendment and to provide additional recommendations regarding revisions to the ordinance amendment. The Council then referred the ordinance amendment back to the Planning Commission to work toward a solution that balances the ability to shoot firearms with the protection of neighbors from excessive, repetitive noise; to protect Afton's traditional ability to shoot firearms, while protecting the ability of residents to enjoy the solitude of their natural open spaces which is also an important element of Afton's heritage and character.

Planning Commission Review and Recommendation

The Planning Commission discussed their concerns regarding the proposed ordinance amendment and alternatives for addressing those concerns. An outline of main points of the discussion is as follows;

- The same rules should apply to all firearms discharge. For example, if 100 rounds over a two hour period are allowed for clay pigeon shooting the same number and time period should be allowed for all shooting.
- Two key goals are safety and noise abatement
- From a safety standpoint, a permanent shooting range with a proper backstop is safer than shooting without proper safety precautions
- Noise abatement could include time limits, frequency of shooting, limits on number of rounds and notification to neighbors
- It could be difficult to document the noise and where it is coming from
- The City Attorney has advised that a video of the noise taken with a cell phone would be acceptable documentation
- The regulations should be focused on addressing repetitive, persistent shooting multiple times per week
- Shooting should not be allowed two days in a row on the same property
- New regulations should have a sunset clause to encourage continuing discussion as well as evaluation of the new regulations

August 3, 2020 Planning Commission Meeting

After further review and discussion at its August 3, 2020 meeting, the Planning Commission, on a vote of 5-3, recommended a shorter and simpler ordinance amendment, focused on noise and the nuisance ordinance, which added the following underlined language to the Nuisance section of the City Code.

D. The following are declared to be nuisances affecting the public peace and safety:

1. Other than for allowed hunting, the discharge of firearms on a parcel, or one or more parcels under common ownership, more than two hours per day, or more than two days per week, or on two consecutive days.

August 18 Council Meeting

City Council Ordinance Amendment Language for Public Hearing

The Council discussed the Planning Commission's recommended ordinance amendment language, as well as input received from residents regarding the discharge of firearms. The Council determined that, while the Planning Commission's recommended ordinance amendment language is focused on key elements necessary to address resident noise concerns, it did not adequately address concerns regarding the discharge of a high number of rounds on multiple days per week. The Council then revised its ordinance amendment language to focus on limiting noise through a revision to the current firearms discharge ordinance by the addition of the bold and underlined language below. The complete ordinance amendment is attached. This ordinance amendment language was the subject of the August 31 public hearing held by the Planning Commission.

(k) Other than for allowed hunting, the discharge of firearms on a parcel or contiguous parcels under common ownership is limited to a maximum of one day every two weeks, a maximum of 50 rounds per day and a maximum of 1 hour per day.

August 31, 2020 Planning Commission Meeting

The Planning Commission, at its August 31 meeting, held a public hearing regarding the draft ordinance language approved at the August 18 Council meeting, and provided comments and a recommendation regarding the ordinance amendment.

Recent Written Public Comments

September 1, 2020

Dear Mayor Palmquist and City Council Members,

One of the beauties of Afton is its peace and quiet and the joy of bird watching. It was certainly one of the key reasons we chose a home here after living in the middle of the Twin Cities and its constant noise. We understand the hunting seasons and accept the firearms usage at that time. But we did not choose a home near a gun range. (By the way, my family owned a strawberry farm next to a gun range and the birds were scarce.) We believe a reasonable level of gunfire is whatever happens during a hunting season. And those who want to practice their skills should do so at a gun range.

We did review the draft ordinance, today, on the website and it appears reasonable.

Thank you for your time and attention.

Handwritten signatures of Cindy Peterson and McRae Anderson. The signature for Cindy Peterson is on the left, and the signature for McRae Anderson is on the right, featuring a large, stylized initial 'M'.

Cindy Peterson & McRae Anderson
15580 15th Street South
Afton, MN 55001

TO: Afton Planning Commission
FROM: Michael Morehead, 1940 Quant Ave. South
SUBJ: Draft Amendments to Afton Noise Ordinance
DATE: August 30, 2020

I would like to comment on the proposed amendments to Afton's noise ordinance. I own about 10 acres which includes a small pond. My land abuts Belwin Nature Center which is approximately 1400 acres. My neighbors on either side of me also own about 10 acres each. My neighbors hunt and I have allowed them to hunt my land on occasion in the past. I occasionally hunt, but not on my land. My son, grandson and brother-in-law have hunted deer on my land occasionally in the past. I have owned this property for about 9 years.

This summer was the first time I personally fired guns on my property. I am a retired police officer and have extensive experience with firearms. I set up a safe place to shoot and proceeded to give my 14 year old grandson gun handling and safety instructions. Over the course of several hours I think we may have fired 150 to 200 rounds. Standard practice is to fire 10 rounds at a target and then walk to the target and score it. If we each shoot at a target we will fire 20 rounds. Under your proposed amendment two people could each shoot 10 rounds at their target and then would have to quit for a month. The proposed ordinance is far too restrictive both as to the number of rounds that may be fired and the number of days that shooting can occur. I do not shoot trap or skeet on my property. People who do shoot trap or skeet generally shoot a round of 25 shots per person for score. A total of 100 trap rounds per month is also far too restrictive.

In my past career I had some experience drafting ordinances, including in one instance a noise ordinance. I obviously was routinely involved in enforcing ordinances. I have reviewed Afton's current noise ordinance as it pertains to firearms. I believe that Afton's current laws, if properly enforced, can be used to resolve most noise complaints associated with firearms. Under the current ordinance a gun cannot be fired within 500 feet of a neighbors building, without the written consent of that neighbor. 500 feet is nearly the length of two football fields. Gunfire at that distance should not annoy a reasonable person. If someone is annoyed within 500 feet they can withdraw permission or inform Afton that the neighbor does not have permission. It would then be Afton's job to enforce its ordinance. A similar situation exists with shotgun shooting, except the distance is 1320 feet, nearly the length of five football fields. At that distance firearm noise is negligible. The distance was probably chosen as that is the outside range of most shotgun pellets.

Without specific data I will have to speculate on the reasons for an uptick in shooting noise complaints. First, a complainant could be genuinely sensitive to noise. A complainant could be anti-gun or anti-hunting and the mere sound of any gunfire might be upsetting to such a person. Third, a complainant might not like their neighbors and opt to complain whenever they shoot for that reason alone.

The other extreme involves persons who are taking advantage on the fact that Afton's current ordinances do not limit the sheer volume of shooting activities during most daylight hours. Under Afton's current laws I could shoot all day long every day as long as I complied with the distance requirements. Such extreme activity, if it exists to varying degrees, needs some limitations. More people are moving to Afton and the time has come to place reasonable limitations on shooting. I note that the proposed ordinance, section 12-77, has a definition for gun ranges. I cannot find anything in the proposed ordinance that states what a gun range, now defined, can or cannot do. Will it need a license? Will it be subject to other requirements?

I'd like to suggest that Afton approach the issue of excessive shooting from more than a noise perspective. Most shooting involves lead ammunition. There is growing concern with lead pollution associated with firearms. Non lead ammunition is readily available for most guns, although it costs more. Persons engaged in excessive shooting of pistols and rifles could be required to have lead abatement plans. Most police ranges, many gun club ranges and large public gun ranges generally have had to clean up spent lead. In the Fall of 2019 the Minnesota DNR was lobbied by a consortium of groups seeking to ban all lead and/or toxic metals used for hunting and to some extent fishing. Due to the controversial nature of the issues the DNR refused to enact new rules. They issued a press release stating they would leave it to the legislature to enact new rules. My legal analysis might be wrong, but in the absence of legislative action, I think Afton could be the first Minnesota city to require the use of non-lead/non-toxic ammunition in exchange for continuation of hunting in Afton. Read what the Minnesota Raptor Center has to say about lead poisoning in the area's bald eagles.

SUMMARY

I find the proposed amendments to Afton's noise ordinance, which severely restricts shooting, to be extremely unreasonable. It is almost a complete ban on shooting other than hunting. I would not mind something that reasonably allows a person the ability to teach firearm safety and proficiency to family members and close relatives. I have no objection to banning or discouraging gun ranges, be they defacto gun ranges or real ones. But a reasonable definition of a gun range would involve thousands of rounds per month on numerous days per month. I ask that Afton consider new ordinances to ban or restrict ammunition made from toxic metals. This legislation would likely reduce shooting and make Afton a safer place for people and wildlife.

I need data to support my arguments. Therefore I am asking, pursuant to the Minnesota Data Practices laws, a summary of the noise complaints associated with firearms for the past one year, and Afton's response to those complaints. I am e-mailing this memo to Mayor Palmquist and Councilmember Nelson with a request that they forward it to the Planning Commission in time for their August 31 meeting. I would like to know if there is a way to participate in the August 31 Planning Committee meeting? Thank you

C: Mayor Palmquist Councilmember Nelson file

Jenny Moore

From: JOHN F. Curtis <jcurtis481@msn.com>
Sent: Sunday, August 30, 2020 7:13 PM
To: Ron Moore
Subject: Ordinance amendment firearms discharge

Please consider the following comments when debating the subject proposed ordinance.

I understand the noise and safety concerns resulting from excessive gunfire from semi-automatic centerfire rifles and pistols, with rifles being the biggest issue. High rates of fire from these guns have no place in Afton. This activity belongs in a properly designed and managed range with berms and baffles, not in farmlands or nearby woods. Except while engaged in legal hunting the discharge of centerfire rifles should be prohibited. If a hunter needs to "sight in" a rifle, that person should go to a formal range. A 20-round per day limit for centerfire pistols is appropriate.

Rimfire rifles and pistols, and shotguns are another matter. Rimfire guns are less noisy and less deadly. Shotguns, while louder than rimfire have a much shorter range than centerfire rifles. Shotguns are also not likely to be shot at high rates of fire. For this reason, I recommend that rimfire and shotguns be excluded from this ordinance.

My wife's grandfather bought property in Afton about 100 years ago; the family is still here on our nearly 50 acres on the river. In the years following we have periodically set up ranges to shoot .22 rifles and pistols and shoot clay pigeons over the frozen river in winter. These are pretty benign activities and provide a safe, enjoyable way to teach younger family members gun safety. I don't want to have to worry about breaking the law when I shoot up a 50-round box of .22's with my niece.

Thank you for considering my remarks.

John Curtis
Captain, USN (ret)

Sent from my iPad

Jenny Moore

From: timleba@gmail.com
Sent: Friday, August 28, 2020 11:06 AM
To: Ron Moorese
Subject: "Ordinance amendment firearms discharge"

This is a noise issue that is being turn into a gun issue. You need to address it as a noise issue, not regulate how many rounds can be fired from a gun and how often! If it were someone (s) revving they motorcycle engines, race car engines, playing loud music, or riding dirt bikes on their land you would not be trying to limit music and engines it would be dealt with as a noise issue. Within the noise ordinance there needs to be verbiage added (Maybe it is already in there?) defining the amount of maximum decibels allowed (measured from ones property line) over a given time deration. This would address all noise issues not just noise from guns being fired.

I hear "We are not trying to take away your right to have guns or hunt" Well not all gun owners are hunters many just enjoy target shooting or practicing tactical shooting. The 2nd amendment does not read you have the right to hunt, it reads you have the right to bear arms period. Again don't turn this noise issue into a gun issue, deal with it as a noise issue!.

I also hear it's a safety issue! Based on what information is it a safety issue? You have already change the gun ordinance to basically adopt the MN hunting and gun safety regulations.

I know gun ranges are not allowed in Afton. It is also my understanding that you do not have a definition of what a gun range is!? By not allowing a gun range you are encouraging shooters to shout less safely. Where they would have a "real backstop and targets" they now must have something less because a "real backstop and target" could be considered a gun range.

Last comment. I own 80 acres, only one house on 80 acres. If you continue to put in ordinances like you would see in the "cities" you will begin to lose your large land owns to developer and turn Afton into another Woodbury. We will take the developers large money offers and by land where we are free to used it within common sense of those around us.

Noise issue not gun issue address it as such!

Tim Leba
Afton

Jenny Moore

From: ERIC A BURGER <BURGER0980@msn.com>
Sent: Friday, August 28, 2020 10:57 AM
To: Ron Moore
Subject: Ordinance amendment regarding the discharge of firearms and nuisance noise

I would like to comment on the ordinance amendment regarding the discharge of firearms and nuisance noise. I being a life long residence of Afton for over 55 years believe there is no reason for the amendment but to enforce the current law in place.

I do agree there has been a increase in excess firearm discharge, however, I believe the Sheriff should be called in those cases and also when it is after dark.

I would also like to bring to your attention the sound of construction when using pneumatic nail guns. The sound carries and can sound like small arms fire to someone who is not experienced to differentiate between the sound. So if there is a new roof or construction in your area make sure the sound you hear is not coming from the construction site.

I am concerned that creating an amendment to the current ordinance will have several responsible gun owners questioning the council about infringing on their second amendment rights and will cause more harm than good. Again, I am all for enforcement of the current ordinance by reporting a concern to the sheriff's office and let the law take care of any abuse.

Thank you,
Eric Burger

Sent from [Mail](#) for Windows 10

----- Original message -----

From: Yung Yip <divingyung@gmail.com>

Date: 8/27/20 12:12 (GMT-06:00)

To: Bill mayor <mayor@ci.afton.mn.us>, ward 3 <ward3@ci.afton.mn.us>

Subject: I support the proposed change to the gun noise ordinance

Bill & Stan,

I think the draft gun noise ordinance is a needed addition to the existing 500' rule. The proposed addendum is fair if not overly generous, 20 shots per session would be sufficient IMO. While my household is not unduly burdened with excessive gun noise, I have noticed the occurrence of "shooting for the hell of it" has steadily increased over the past 15 years. This ordinance change will improve quality of life in our city, and prevent many future headaches.

I'm sure you will face strong opposition from a small but vocal minority. I suggest seeking the quorum of a broad swath of residents will justify the decision.

Ward 3 resident,

Yung Yip

Jenny Moore

From: Nicole Roettger <farmgirl4evr@aol.com>
Sent: Wednesday, August 26, 2020 7:36 AM
To: Ron Moorse
Subject: firearms

Here are a few points I have against any type of shooting ordinance:

I understand some people have issues with their neighbors shooting but this needs to be taken care of with your neighbor not getting the whole city involved? I am a 4TH generation Afton resident and my family has never had an issue with any neighbors. Ever. In all of the 100+ years we have been in Afton. We let our neighbor know when we shoot and if they didn't want us to then we would have enough respect for that and change our plans. We don't shoot a lot that often but someone saying we can't do something on our own property is wrong. Especially when nobody is in harms way.

I am a multiple season hunter and usually have more than one tag if it's available. There is absolutely NO WAY I can say I could be comfortable with my shot if I had to get ready for multiple seasons on 20 rounds. I just got a new scope for my deer gun. I've never used anything like it before so I can easily see myself using 20 rounds to just practice with my new scope. Then I have my bird guns for those seasons. Also with a possible 2 tags I could be breaking the "rules" by shooting 2 days in a row. So now you are in turn coming after hunting. You say you want to preserve hunting in Afton but with rules like these it won't happen. We sometimes have multiple hunters on the property. Sometimes different seasons but sometimes the same. So then shooting 2 days in a row is inevitable.

I did have a conversation with Lucia about this. She asked me why I don't go to a range. My answer is why would I? Why would I pay to go to a range when I can shoot on my family's property? Shooting on my family's property is how I grew up and how I will teach my children. As long as we are safe doing so and respectful why would I change?

You say it's about safety but then say shooting a .22 is ok. Do you not know how stupid that comment is? A .22 has the potential to go 1 mile. This is OBVIOUSLY a noise issue and not a gun issue. Especially when you say you can shoot 20 rounds once a month UNLESS you are shooting clay pigeons then you can shoot 100? That sentence sounds so dumb. They should be the exact same or better yet no limit.

I am totally against any type of ban on how many times a month you can shoot. 20 rounds a month is way to little. 100 rounds a week/per shooter would be better.

Thanks for your time,
Nicole Roettger
Neal Ave

From: Ralph Dunn <ralphdunn95@gmail.com>
Sent: Tuesday, August 25, 2020 9:07 AM
To: Ward 2 Council Member ward2 <ward2@ci.afton.mn.us>
Subject: Re: Firearms discharge

Well if round counts are a must I would say 50 rounds on most days or 100 rounds once per week or something like that. I think if the goal is to curb excessive shooting this is quite reasonable. Obviously, this is just an opinion. But from my perspective limiting it to 20-50 twice a month is drastic.

I believe that if the CC goes through the trouble of writing an ordinance that includes round counts now it will be easy in the future to just change those numbers as the situation progresses without having to deal with new language. So in my mind why not start slow and move the knob slowly until everyone can be settled with the number. Keeping in mind that if shooting was all out banned many people would be equally upset that they can't shoot anymore. And that wouldn't really solve any problems, it would just exchange one unhappy group of people for another.

Best regards,

Ralph Dunn

Jenny Moore

From: Julie Yoho
Sent: Wednesday, August 12, 2020 8:42 AM
To: Ron Moorese
Subject: FW: Comments, Suggestions & Service Requests (form) has been filled out on your site.

Firearms comments

-----Original Message-----

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Wednesday, August 12, 2020 7:28 AM
To: Julie Yoho <jyoho@ci.afton.mn.us>
Subject: Comments, Suggestions & Service Requests (form) has been filled out on your site.

Your Site has received new information through an online form.

Online Form: Comments, Suggestions & Service Requests Site URL: www.ci.afton.mn.us

Please enter your Comment, Suggestion or Service Request: Gunfire - I have been a resident of Afton since 1985. I have and continue to appreciate the lovely semi - rural are that we live in. I am concerned with the excessive gunfire that have heard over the last year. When we moved here, the population was considerable less and most land was rural agriculture. Each fall, I heard the gunfire during the designated hunting season. I did not enjoy the sound - experience. But I was aware of where it was occurring and that it was self limited to that particular hunting season. Over the last year or two noted a significant increase in gun fire. In particular this past 6 months. What was most disturbing was the gunfire that was obviously target shooting - persistent rapid firing of guns. The sound that I heard came from 2 specific locations. It was so unsettling - disturbing. In particular this past spring, at a time in our nation - community where there was so much unrest and anxiety relating to CV19, political issues and the tragic shooting of George Flood. At a time when we were required to be sheltered in place - limited contact with family friends or neighbors then to hear the excessive gun fire. On 2 occasions I awoke in the middle of the nite (2-3 am) to hear gun fire in the near distance. I regret not calling in to report this to the Washington county Sheriff. the other issue is that have a growing population - farms are turning into housing developments. I believe we are becoming to densely populated to even have hunting But due to the power - pressure - influence of gun activists that what will never occur. that is until someone is shot. I appreciate the councils work addressing this very serious issue. Thank you for considering my concerns

First Name: holly

Last Name: melroe

Street Address: 1585 oakgreen ave south City, State, Zipcode: afton

Telephone: (651) 270-8977

E-Mail: hollymelro@gmail.com

This person selected the following option(s).

-General Comment

Do Not Click Reply - This e-mail has been generated from an online form.

Jenny Moore

From: Julie Yoho
Sent: Tuesday, August 11, 2020 3:25 PM
To: Ron Moore
Subject: FW: Comments, Suggestions & Service Requests (form) has been filled out on your site.

Firearms comments

-----Original Message-----

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Tuesday, August 11, 2020 3:14 PM
To: Julie Yoho <jyoho@ci.afton.mn.us>
Subject: Comments, Suggestions & Service Requests (form) has been filled out on your site.

Your Site has received new information through an online form.
Online Form: Comments, Suggestions & Service Requests Site URL: www.ci.afton.mn.us

Please enter your Comment, Suggestion or Service Request: Reading the firearms ordinance, I am wondering why shotguns are getting an exemption? Can 0.22's get one as well? I moved to the country to be able to have some freedom, but it seems that I didn't move far enough.

I get it when there are some using high caliber guns. And I get the nuisance issue. But we should also have a time of day to be able to shoot. Construction and general agriculture can also be a noise nuisance.

First Name: Allen
Last Name: Tiedke
Street Address: 14433 50th Street South City, State, Zipcode: Afton
Telephone: (651) 280-9869
E-Mail: altiedke@gmail.com

This person selected the following option(s).
-General Comment

Do Not Click Reply - This e-mail has been generated from an online form.

Jenny Moore

From: Ron Moorse
Sent: Friday, August 7, 2020 8:55 AM
To: Bill mayor
Subject: RE: Opinion on gun shooting in Afton

Got it.

From: Bill mayor <mayor@ci.afton.mn.us>
Sent: Thursday, August 6, 2020 9:08 PM
To: Ron Moorse <rmoorse@ci.afton.mn.us>
Subject: Fw: Opinion on gun shooting in Afton

For the collected comments.

From: Susan F. Winsor <susanwinsor@mac.com>
Sent: Thursday, August 6, 2020 2:24 PM
To: Bill mayor <mayor@ci.afton.mn.us>
Subject: Opinion on gun shooting in Afton

Hi Bill,

Thanks for asking for opinions on shooting on private property in Afton. My yardstick is that whatever the activity, it should not interfere with the rights/peace and quiet/safety of others. So with motorcycle noise, I feel the loud bikes ruin my peace and quiet.

the folks shooting on their own property— My issue is the noise, not the guns per se. Can they use silencers/ If not perhaps it should not be allowed. If I were a neighbor I would have huge issues with repeated semi automatic shots or even the regular shooting of single shots. Once a month, a few shots, no problem. But regular shooting, not OK with me for disturbing my peace and quiet. That is why gun ranges exist. Some time ago, I complained to the sheriff that every weekend there were guns being fired a good part of both weekend days. Long story short, it was someone killing or slaughtering deer and ended up being illegal for other reasons than the noise.

But it bothered me that every weekend involved that noise.

Thanks for asking!

Sincerely,

Susan Winsor

Jenny Moore

From: Bill mayor
Sent: Thursday, August 6, 2020 9:07 PM
To: Ron Moose
Subject: Fw: Request for Opinion - Newsletter

For the collected comments.

From: DAVID WERMUS <dwermus@mac.com>
Sent: Thursday, August 6, 2020 4:47 PM
To: Bill mayor <mayor@ci.afton.mn.us>; ward 3 <ward3@ci.afton.mn.us>
Subject: Request for Opinion - Newsletter

Hello Mayor Bill, Stan —

We read through the latest newsletter about some of the complaints you all have been getting about some of the residents shooting off of firearms in the city limits.

We hear it too. But admittedly, it does not bother us.

Granted, if we lived next to someone who was essentially using their property as a firing range, that might be a different story. But we hear them off in the distance.

Nevertheless, Kristin and I believe the matter is quite simple. The state and DNR have laws in place regulating the discharge of firearms. Let's stick to that and any noise abatement ordinances we may want to consider.

To try to find ways to expand on Ord 1-2019 seems like a bridge too far. I not really sure why that was passed, since it essentially summarizes DNR Code.

If someone is doing something that is legal (within the state and DNR limitations/laws), it is a waste of time and resource to instruct a person call the deputies (which was suggested in the newsletter) while engaged in an otherwise legal activity. I question - how is this an appropriate response? The deputies can and will do nothing other than show up and say "a neighbor complained" and then leave.

If we could draft an ordinance establishing that "residents are forbade from annoying their neighbors and generally acting like jerks," then yes, I'd be for it. I don't think Fritz would give the thumbs up on that.

Leadership in the City Hall can help by communicating neighborly expectations.

In the meanwhile, let's continue to rely on state and DNR regs and recognize that we will never be able to please everybody, all the time.

Kindest regards,

David Wermus
15102 Afton Hills Dr.



Memorandum

To: Honorable Mayor and City Council, City of Afton

From: Nick Guilliams, City Engineer
Klay Eckles, Senior Project Manager

Date: September 15, 2020

Re: September Engineering Staff Report

1. Pay Voucher No. 3 (final) – River Road Sanitary Sewer Improvements

Pay Voucher No. 3 (final) for the River Road Sanitary Sewer Improvements has been completed, with the last remaining minor items being addressed. The contractor has supplied the necessary paperwork including lien waivers that is needed prior to a final payment. Therefore, the 1% retainage can be reduced to 0 and the project closed out.

Action: Recommend approval of Pay Voucher No. 3 (final) for River Road Sanitary Sewer Improvement Project to Geislinger and Sons, Inc. in the amount of \$8,175.54

2. Pay Application 5 (Final)—Downtown Improvements

Pay Application No. 5 (final) for the Downtown Landscaping Improvements has been submitted by Great Northern Landscapes to the city covering the last replacement items that were still under warranty. The contractor has supplied the necessary paperwork needed prior to a final payment. Therefore, the 1% retainage can be reduced to 0 and the project closed out.

Action: Recommend approval of Application No. 5 (final) for Downtown Improvements to Great Northern Landscapes in the amount of \$ 4,881.50

3. 30th Street Update

30th Street improvements are well underway at the time of this memo. The new culvert was successfully installed, and pavement restoration has begun. A full update can be provided at the meeting. Based on the speed at which the project has proceeded and the contractor's declining to request survey staking, the engineering services budget for this project should be considerably below estimate.

4. Afton Creek Preserve and 60th St. Update

The Afton Creek Preserve paving plans for 60th have been approved and the developer is working to secure a contractor for the paving improvements. The developer goal is to get all paving of 60th completed this construction season. Regarding the encroachment that occurred on a nearby property, that issue is currently in the hands of the landowner, who is taking some time to consider the settlement offers that have been presented. Inspections of

all infrastructure and erosion issues are underway to develop a final "punch list". Early this fall all remaining items and restoration will be addressed as we get back into good weather for restoration.

5. FEMA Flood Certification Process

The certification process for flood elevations after construction of the Levee is underway and all submittals have been provided to FEMA officials. At the October council meeting we will provide a progress report on the status at FEMA.



September 1, 2020

Mr. Ron Moorse
 City of Afton
 3033 St. Croix Trail South
 Afton, MN 55001

Re: River Road Sanitary Sewer Improvement Project
 City of Afton, MN
 WSB Project No. 014030-000

Dear Mr. Moorse:

I have attached Construction Pay Voucher No. 3 FINAL for the above referenced project in the amount of \$8,175.54. The quantities completed have been reviewed and agreed upon by the contractor, and we hereby recommend that the City of Afton approve Construction Pay Voucher No. 3 FINAL for Geislinger and Sons, Inc.

We have also enclosed the following required documents:

1. Satisfactory showing that the contractor has complied with the provisions of Minnesota Statutes 290.92 requiring withholding state income tax (IC134 forms).
2. Evidence in the form of an affidavit that all claims against the contractor by reasons of the contract have been fully paid or satisfactorily secured (lien waivers).
3. Consent of Surety to Final Payment certification from the contractor's surety.
4. Two-year maintenance bond.

Please include one executed copy of the pay voucher with the payment to Geislinger and Sons, Inc. and return one executed copy to our office for our file. If you have any questions or comments regarding this voucher, please contact me at 651.286.8468.

Sincerely,

WSB

Nick Guillems
 Sr. Project Manager

Attachments

kkp



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-551-259-936
Submitted Date and Time: 13-Aug-2020 3:26:16 PM
Legal Name: GEISLINGER AND SONS
Federal Employer ID: 26-0591820
User Who Submitted: geislinger
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1419862016
Minnesota ID: 9061277
Project Owner: CITY OF AFTON
Project Number: R-014030-000
Project Begin Date: 20-Apr-2020
Project End Date: 16-May-2020
Project Location: AFTON, MN
Project Amount: \$340,077.00

Subcontractor Summary

Name	ID	Affidavit Number
SAFETY SIGNS	5139558	1002004480
ALVERO LLC	3051898	1048797184
OMG MIDWEST INC	9215290	2035769344

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-199-855-904
Submitted Date and Time: 13-Aug-2020 2:19:59 PM
Legal Name: SAFETY SIGNS LLC
Federal Employer ID: 41-1991774
User Who Submitted: beth novak
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1002004480
Minnesota ID: 5139558
Project Owner: CITY OF AFTON
Project Number: N/A
Project Begin Date: 08-Apr-2020
Project End Date: 19-May-2020
Project Location: AFTON RIVER ROAD SANITARY SEWER IMPROVEMENT PROJECT
Project Amount: \$4,950.00
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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Please [print this page](#) for your records using the print or save functionality built into your browser.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-815-025-952
Submitted Date and Time: 11-Aug-2020 9:26:55 AM
Legal Name: ALVERO LLC
Federal Employer ID: 46-2582481
User Who Submitted: alvero
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1048797184
Minnesota ID: 3051898
Project Owner: CITY OF AFTON
Project Number: RIVER ROAD SANITARY
Project Begin Date: 08-Apr-2020
Project End Date: 15-Jun-2020
Project Location: AFTON, MN
Project Amount: \$1,125.00
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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Please [print this page](#) for your records using the print or save functionality built into your browser.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 0-022-567-200
Submitted Date and Time: 12-Aug-2020 11:23:57 AM
Legal Name: OMG MIDWEST INC
Federal Employer ID: 33-1189877
User Who Submitted: Kristy_Arnold
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 2035769344
Minnesota ID: 9215290
Project Owner: CITY OF AFTON
Project Number: R-014030-000
Project Begin Date: 15-May-2020
Project End Date: 15-May-2020
Project Location: AFTON, MN
Project Amount: \$49,163.00
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



511 Central Ave. S.
PO Box 437
Watkins, MN 55389
Phone - 320.764.2006
Fax - 320.764.2007

GEISLINGER AND SONS, INC. General Contractors

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

1. This is a **LEGAL DOCUMENT** and must be executed accordingly by officers of corporations and by partners in co-partnerships.
2. It is important that **ALL** the blanks be completed and the **AMOUNT PAID BE SHOWN**.
3. **ERASURES OR ALTERATIONS MUST NOT BE MADE.**

DATE: 7/30/20

The undersigned hereby acknowledges receipt of the sum of \$ 20,920.37

CHECK ONLY ONE

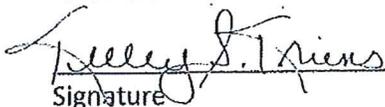
1. As partial payment for labor, skill, and material furnished or to be furnished.
2. As payment for all labor, skill, and material furnished or to be furnished (except the sum of retainage or holdback.)
3. As full and final payment for all labor, skill, and material furnished or to be furnished.

To the following described real property: (legal description, street address, or project name)

River Road Sanitary Sewer Improvement Project, Afton, MN

And for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill, or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown in Box 2 is checked.) The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Core & Main


Signature

Senior Credit Associate

Title



511 Central Ave. S.
PO Box 437
Watkins, MN 55389
Phone - 320.764.2006
Fax - 320.764.2007

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3. **ERASURES OR ALTERATIONS MUST NOT BE MADE.**

DATE: 7/30/20

The undersigned hereby acknowledges receipt of the sum of \$ 9,554.14

CHECK ONLY ONE

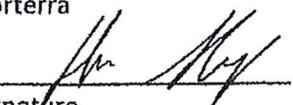
1. As partial payment for labor, skill, and material furnished or to be furnished.
2. As payment for all labor, skill, and material furnished or to be furnished (except the sum of retainage or holdback.)
3. As full and final payment for all labor, skill, and material furnished or to be furnished.

To the following described real property: (legal description, street address, or project name)

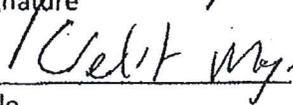
River Road Sanitary Sewer Improvement Project, Afton, MN

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Forterra



Signature



Title



511 Central Ave. S.
PO Box 437
Watkins, MN 55389
Phone - 320.764.2006
Fax - 320.764.2007

GEISLINGER AND SONS, INC. General Contractors

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

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3. **ERASURES OR ALTERATIONS MUST NOT BE MADE.**

DATE: 7/30/20

The undersigned hereby acknowledges receipt of the sum of \$ 1,125.00

CHECK ONLY ONE

1. As partial payment for labor, skill, and material furnished or to be furnished.
2. As payment for all labor, skill, and material furnished or to be furnished (except the sum of retainage or holdback.)
3. As full and final payment for all labor, skill, and material furnished or to be furnished.

To the following described real property: (legal description, street address, or project name)

River Road Sanitary Sewer Improvement Project, Afton, MN

And for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill, or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown in Box 2 is checked.) The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Herness Construction Co.

Amal Kumar
Signature

President
Title



511 Central Ave. S.
PO Box 437
Watkins, MN 55389
Phone - 320.764.2006
Fax - 320.764.2007

GEISLINGER AND SONS, INC. General Contractors

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

1. This is a **LEGAL DOCUMENT** and must be executed accordingly by officers of corporations and by partners in co-partnerships.
2. It is important that **ALL** the blanks be completed and the **AMOUNT PAID BE SHOWN**.
3. **ERASURES OR ALTERATIONS MUST NOT BE MADE.**

DATE: 7/30/20

The undersigned hereby acknowledges receipt of the sum of \$ 4,950.00
CHECK ONLY ONE

1. As partial payment for labor, skill, and material furnished or to be furnished.
2. As payment for all labor, skill, and material furnished or to be furnished (except the sum of retainage or holdback.) \$
3. As full and final payment for all labor, skill, and material furnished or to be furnished.

To the following described real property: (legal description, street address, or project name)

River Road Sanitary Sewer Improvement Project, Afton, MN

And for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill, or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown in Box 2 is checked.) The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Safety Signs LLC

Signature

President

Title



511 Central Ave. S.
PO Box 437
Watkins, MN 55389
Phone - 320.764.2006
Fax - 320.764.2007

GEISLINGER AND SONS, INC. General Contractors

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

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2. It is important that **ALL** the blanks be completed and the **AMOUNT PAID BE SHOWN**.
3. **ERASURES OR ALTERATIONS MUST NOT BE MADE.**

DATE: 7/30/20

The undersigned hereby acknowledges receipt of the sum of \$ 46,704.85

CHECK ONLY ONE

1. As partial payment for labor, skill, and material furnished or to be furnished.
2. As payment for all labor, skill, and material furnished or to be furnished (except the sum of retainage or holdback.) \$2,458.15
3. As full and final payment for all labor, skill, and material furnished or to be furnished.

To the following described real property: (legal description, street address, or project name)

River Road Sanitary Sewer Improvement Project, Afton, MN

And for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill, or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown in Box 2 is checked.) The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Minnesota Paving & Materials

Jeanette Tette
By Tette at 11:24:56 AM, 8/12/2020

Signature

Assistant Secretary

Title

 **AIA**® Document G707™ – 1994

Consent Of Surety to Final Payment

Bond No. 16179777

PROJECT: *(Name and address)*
River Road Sanitary Sewer Improvement
Project, Afton, MN

ARCHITECT'S PROJECT NUMBER: City of Afton
CONTRACT FOR: Construction

OWNER:
ARCHITECT:
CONTRACTOR:
SURETY:
OTHER:

TO OWNER: *(Name and address)*
City of Afton
3033 St. Croix Trail South, P.O. Box 219
Afton, MN 55001

CONTRACT DATED: February 18, 2020

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Atlantic Specialty Insurance Company
605 Highway 169 North, Suite 800
Plymouth, MN 55441

, SURETY,

on bond of
(Insert name and address of Contractor)

Geislinger & Sons, Inc.
511 Central Avenue South, PO Box 437
Watkins, MN 55389-0437

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the
Surety of any of its obligations to
(Insert name and address of Owner)

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

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: **August 07, 2020**
(Insert in writing the month followed by the numeric date and year.)

Atlantic Specialty Insurance Company

(Surety)



(Signature of authorized representative)

Attest:
(Seal):



Colby D. White, Attorney-in-Fact

(Printed name and title)



Power of Attorney

KNOW ALL MEN BY THESE PRESENTS, that ATLANTIC SPECIALTY INSURANCE COMPANY, a New York corporation with its principal office in Plymouth, Minnesota, does hereby constitute and appoint: **Melinda C. Blodgett, R.C. Bowman, R. W. Frank, Ted Jorgensen, Joshua R. Loftis, Kurt C. Lundblad, Brian J. Oestreich, Jerome T. Ouimet, Nicole Stillings, Rachel Thomas, Colby D. White, Emily White**, each individually if there be more than one named, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver, for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof; provided that no bond or undertaking executed under this authority shall exceed in amount the sum of: **unlimited** and the execution of such bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof in pursuance of these presents, shall be as binding upon said Company as if they had been fully signed by an authorized officer of the Company and sealed with the Company seal. This Power of Attorney is made and executed by authority of the following resolutions adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the President, any Senior Vice President or Vice-President (each an "Authorized Officer") may execute for and in behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and affix the seal of the Company thereto; and that the Authorized Officer may appoint and authorize an Attorney-in-Fact to execute on behalf of the Company any and all such instruments and to affix the Company seal thereto; and that the Authorized Officer may at any time remove any such Attorney-in-Fact and revoke all power and authority given to any such Attorney-in-Fact.

Resolved: That the Attorney-in-Fact may be given full power and authority to execute for and in the name and on behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and any such instrument executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed and sealed by an Authorized Officer and, further, the Attorney-in-Fact is hereby authorized to verify any affidavit required to be attached to bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof.

This power of attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the signature of an Authorized Officer, the signature of the Secretary or the Assistant Secretary, and the Company seal may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing an Attorney-in-Fact for purposes only of executing and sealing any bond, undertaking, recognizance or other written obligation in the nature thereof, and any such signature and seal where so used, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

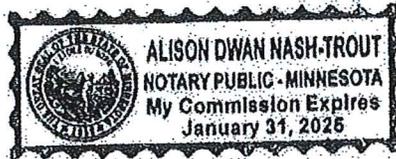
IN WITNESS WHEREOF, ATLANTIC SPECIALTY INSURANCE COMPANY has caused these presents to be signed by an Authorized Officer and the seal of the Company to be affixed this twenty-seventh day of April, 2020.

STATE OF MINNESOTA
HENNEPIN COUNTY



By *Paul J. Brehm*
Paul J. Brehm, Senior Vice President

On this twenty-seventh day of April, 2020, before me personally came Paul J. Brehm, Senior Vice President of ATLANTIC SPECIALTY INSURANCE COMPANY, to me personally known to be the individual and officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, that he is the said officer of the Company aforesaid, and that the seal affixed to the preceding instrument is the seal of said Company and that the said seal and the signature as such officer was duly affixed and subscribed to the said instrument by the authority and at the direction of the Company.



Alison Nash-Trout
Notary Public

I, the undersigned, Secretary of ATLANTIC SPECIALTY INSURANCE COMPANY, a New York Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked, and the resolutions set forth above are now in force.

Signed and sealed. Dated 7th day of August, 2020.

This Power of Attorney expires
January 31, 2025



Kara Barrow
Kara Barrow, Secretary

MAINTENANCE BOND

Bond Number: M16179777

KNOW ALL MEN BY THESE PRESENTS, That we Geislinger & Sons, Inc.
as Principal, and Atlantic Specialty Insurance Company,
as Surety, are held and firmly bound unto, City of Afton
as Obligee, in the penal sum of Three Hundred Forty Thousand Seventy-seven And No/100
(\$340,077.00) to which payment well and truly to be made we do bind ourselves, our
and each of our heirs, executors, administrators, successors and assigns jointly and severally, firmly
by these presents.

WHEREAS, the said Principal Geislinger & Sons, Inc.
has entered an agreement with City of Afton for
River Road Sanitary Sewer Improvement Project, Afton, MN

WHEREAS, the Principal will furnish a bond conditioned to guarantee for the period of TWO year(s)
against all defects in workmanship and materials which may become apparent during said period.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH that, if the Principal shall
indemnify the Obligee for all loss that the Obligee may sustain by reason of any defective materials
or workmanship which become apparent during the period of two year(s) from the date of
acceptance.

The aggregate liability of the Surety shall not exceed the penal sum of this bond irrespective of the
number of years it is in effect and irrespective of the number of claims instituted by the Obligee.

SIGNED, SEALED AND DATED August 7th, 2020

Geislinger & Sons, Inc.

Principal

By: Jeff Geislinger
Jeff Geislinger, President

Atlantic Specialty Insurance Company

Surety

By: Colby D. White
Colby D. White, Attorney-in-Fact

CORPORATE ACKNOWLEDGMENT

State of Minnesota)
) ss
County of Meeker)

On this 10th day of August 2020, before me appeared Jeff Geislinger, to me personally known, who, being by me duly sworn, did say that he/she is the President of Geislinger & Sons, Inc., a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was executed in behalf of said corporation by authority of its Board of Directors, and that said Jeff Geislinger acknowledged said instrument to be the free act and deed of said corporation.

Kathy Boeckmann
Notary Public Meeker County, ND
My commission expires 1-31-22



SURETY ACKNOWLEDGMENT

State of Minnesota)
) ss
County of Hennepin)

On this 24th day of February 2020, before me appeared Colby D. White, to me personally know, who being by me duly sworn, did say that (s)he is the Attorney-in-Fact of Atlantic Specialty Insurance Company, a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation and that said instrument was executed in behalf of said corporation by authority of its Board of Directors; and that said Colby D. White acknowledged said instrument to be the free act and deed of said corporation.

Sarah J Dragt
Notary Public Chisago County, Minnesota
My commission expires 1/31/2024



Power of Attorney

KNOW ALL MEN BY THESE PRESENTS, that ATLANTIC SPECIALTY INSURANCE COMPANY, a New York corporation with its principal office in Plymouth, Minnesota, does hereby constitute and appoint: **Melinda C. Blodgett, R.C. Bowman, R. W. Frank, Ted Jorgensen, Joshua R. Loftis, Kurt C. Lundblad, Brian J. Oestreich, Jerome T. Ouimet, Nicole Stillings, Rachel Thomas, Colby D. White, Emily White**, each individually if there be more than one named, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver, for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof; provided that no bond or undertaking executed under this authority shall exceed in amount the sum of: **unlimited** and the execution of such bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof in pursuance of these presents, shall be as binding upon said Company as if they had been fully signed by an authorized officer of the Company and sealed with the Company seal. This Power of Attorney is made and executed by authority of the following resolutions adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the President, any Senior Vice President or Vice-President (each an "Authorized Officer") may execute for and in behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and affix the seal of the Company thereto; and that the Authorized Officer may appoint and authorize an Attorney-in-Fact to execute on behalf of the Company any and all such instruments and to affix the Company seal thereto; and that the Authorized Officer may at any time remove any such Attorney-in-Fact and revoke all power and authority given to any such Attorney-in-Fact.

Resolved: That the Attorney-in-Fact may be given full power and authority to execute for and in the name and on behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and any such instrument executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed and sealed by an Authorized Officer and, further, the Attorney-in-Fact is hereby authorized to verify any affidavit required to be attached to bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof.

This power of attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the signature of an Authorized Officer, the signature of the Secretary or the Assistant Secretary, and the Company seal may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing an Attorney-in-Fact for purposes only of executing and sealing any bond, undertaking, recognizance or other written obligation in the nature thereof, and any such signature and seal where so used, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

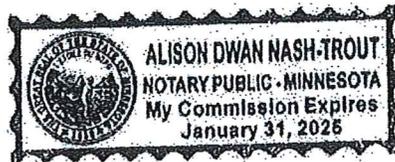
IN WITNESS WHEREOF, ATLANTIC SPECIALTY INSURANCE COMPANY has caused these presents to be signed by an Authorized Officer and the seal of the Company to be affixed this twenty-seventh day of April, 2020.

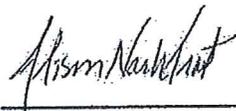
STATE OF MINNESOTA
HENNEPIN COUNTY



By 
Paul J. Brehm, Senior Vice President

On this twenty-seventh day of April, 2020, before me personally came Paul J. Brehm, Senior Vice President of ATLANTIC SPECIALTY INSURANCE COMPANY, to me personally known to be the individual and officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, that he is the said officer of the Company aforesaid, and that the seal affixed to the preceding instrument is the seal of said Company and that the said seal and the signature as such officer was duly affixed and subscribed to the said instrument by the authority and at the direction of the Company.




Notary Public

I, the undersigned, Secretary of ATLANTIC SPECIALTY INSURANCE COMPANY, a New York Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked, and the resolutions set forth above are now in force.

Signed and sealed. Dated 7th day of August, 2020.

This Power of Attorney expires
January 31, 2025




Kara Barrow, Secretary



Great Northern Landscapes
 19720 Iguana Street NW
 Elk River, MN 55330

Invoice

Date	Invoice #
8/24/2020	14033

Bill To

Job Address

City of Afton
 701 Xerxes Avenue - 300
 Minneapolis, MN 55416
 Attn: Candace Amberg

Downtown Village
 37th Street & St. Croix Trail N 550'
 Past the Intersect of Stagecoach Trl
 & St. Croix Trail
 Afton, MN 55001

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			8/24/2020			Downtown Village Lands...

Quantity	Item Code	Description	Price Each	Serviced	Amount
1	Ldscepe	Landscape - Retainage MN Sales Tax	4,881.50 7.125%		4,881.50 0.00

Thank You for Your Business

Total	\$4,881.50
Balance Due	\$4,881.50

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF FOUR PAGES

TO OWNER City of Afton

PROJECT: Downtown Village

APPLICATION NO: 5

Distribution to:

OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR:
Great Northern Landscapes, Inc.

VIA ARCHITECT: WSB

PERIOD TO: Retainage

PROJECT NOS: 1856-52

CONTRACT DATE March 8, 2018

CONTRACT FOR: Landscaping

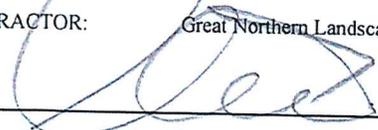
CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	84,092.00
2. Net change by Change Orders	\$	13,538.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	97,630.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	97,630.00
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	4,881.50
b. 5 % of Stored Material (Column F on G703)	\$	0
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		
	\$	4,881.50
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	97,630.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	92,748.50
8. CURRENT PAYMENT DUE	\$	4,881.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Great Northern Landscapes, Inc. Alice Tillmann

By:  Date: August 24, 2020

ARCHITECT'S CERTIFICATE FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet G703 is attached.

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, The Architect certifies to the Owner that to the best of the Architects knowledge, information and belief the Work has progressed as indicated the Quality of the work is in accordance with the Contract Documents and the Contractor is entitled to payment of the AMOUNT CERTIFIED

AMOUNT CERTIFIED.....\$ **\$4,881.50**

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this App and on the Continuation Sheet that are charged to conform with the amount certified)

ARCHITECT:

By:  Date: **9-1-2020**

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$17,360.00	\$3,822.00
Total approved this Month	\$0.00	
TOTALS	\$17,360.00	\$3,822.00
NET CHANGES by Change Order	\$13,538.00	

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: 4

Contractor's signed certification is attached.

APPLICATION DATE: August 24, 2020

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: March 8, 2018

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO: 1856-52

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE IF VARIABLE RATE
1	2563.601 Traffic Control	4500.00	4500.00			4500.00	100.00%		
2	2104.505 Remove Concrete Walk	720.00	720.00	0.00		720.00	100.00%		
3	2331.603 Saw Cut	480.00	480.00	0.00		480.00	100.00%		
4	2521.501 4" Concrete Walk	1050.00	1050.00	0.00		1050.00	100.00%		
5	2540.603 Alum Landscape Edger	1575.00	1575.00			1575.00	100.00%		
6	2571.602 Tree Grate	8400.00	8400.00	0.00		8400.00	100.00%		
7	2571.501 Conf Tree 6' HT B& B	5800.00	5800.00	0.00		5800.00	100.00%		
8	2571.502 Decid Tree 1.5" CAL B&B	14190.00	14190.00	0.00		14190.00	100.00%		
9	2571.502 Decid Tree 2.5" CAL B&B	22000.00	22000.00	0.00		22000.00	100.00%		
10	2571.505 Decid Shrub #5 Cont	2072.00	2072.00			2072.00	100.00%		
11	2571.507 Perennial #1 Cont	8448.00	8448.00			8448.00	100.00%		
12	2571.541 Transplant Existing Tree (Spade Size 85")	300.00	300.00	0.00		300.00	100.00%		
13	2571.541 4" CAL Transplant Tree (Spade Size 85")	1500.00	1500.00			1500.00	100.00%		
14	2105.604 Geotextile Fabric Tuype III (Beneath Rock)	492.00	492.00			492.00	100.00%		
15	2571.604 Geotextile Weed Barrier Paper	2185.00	2185.00			2185.00	100.00%		
16	2575.505 Sodding Type Salt Tolerant	5000.00	5000.00	0.00		5000.00	100.00%		
17	2575.513 Mulch Material Type 6	3840.00	3840.00			3840.00	100.00%		
18	2575.607 Landscape River Rock	1540.00	1540.00			1540.00	100.00%		
19									
20									
Page Totals		84092.00	84092.00	0.00	0.00	84092.00	100.00%	0.00	0.00

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: 4

Contractor's signed certification is attached.

APPLICATION DATE: August 24, 2020

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: March 8, 2018

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO: 1856-52

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE IF VARIABLE RATE
21	Change Order #1								
22	CO1.1 - Add'l Cost for Earthwork within Medians	2500.00	2500.00	0.00		2500.00	100.00%		
23	CO1.2 - Add'l Cost for Tree Grate Shipping Adjustment	255.00	255.00	0.00		255.00	100.00%		
24	CO1.3 - Quantity Adjustments								
25	Remove Concrete Walk:	300.00	300.00	0.00		300.00	100.00%		
26	4" Concrete Walk:	840.00	840.00	0.00		840.00	100.00%		
27	Tree Grate:	-2100.00	-2100.00	0.00		-2100.00	100.00%		
28	6' Coniferous Tree:	-870.00	-870.00	0.00		-870.00	100.00%		
	6' Coniferous Tree (Undersized Arbs):	9720.00	9720.00	0.00		9720.00	100.00%		
	1.5" Cal Deciduous:	330.00	330.00	0.00		330.00	100.00%		
	2.5" Cal Deciduous:	2200.00	2200.00	0.00		2200.00	100.00%		
	4" Cal Transplant Tree:	-1500.00	-1500.00	0.00		-1500.00	100.00%		
29	CO2.1 - Quantity Adjustment for LS 3								
	3 Arborvitae:	810.00	810.00	0.00		810.00	100.00%		
	3 #5 Potted Plants	-222.00	-222.00	0.00		-222.00	100.00%		
	LS 3 Weed Clean-Up	1275.00	1275.00	0.00		1275.00	100.00%		
	Page Totals	13538.00	13538.00	0.00	0.00	13538.00	100.00%	0.00	0.00
	Sub Totals	97630.00	97630.00	0.00	0.00	97630.00	100.00%	0.00	0.00

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-321-826-592
Submitted Date and Time: 31-Aug-2020 11:24:00 AM
Legal Name: GREAT NORTHERN LANDSCAPES INC
Federal Employer ID: 41-1799544
User Who Submitted: Chester*1
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1245929472
Minnesota ID: 1860071
Project Owner: CITY OF AFTON
Project Number: AFTON
Project Begin Date: 01-Aug-2018
Project End Date: 30-Jul-2019
Project Location: ST. CROIX TRAIL, AFTON, MN 55001
Project Amount: \$97,629.00
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

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

Meeting Date Sept. 15, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorese, City Administrator

Date: September 10, 2020

Re: 2021 Preliminary Budget and Tax Levy – **Resolutions 2020-45 and 2020-46**

The Council has discussed the 2021 Preliminary Budget and Tax Levy in work sessions on August 24 and September 2. The discussions included both the General Fund operating expenditures, which involve the day-to-day operations of the City; debt service levies; and capital expenditures including street improvements and bridge improvements. The preliminary 2021 budget reflects an on-going effort to provide sufficient funding to meet current and long term capital improvement needs, including street improvements and bridge improvements, and to provide a plan for funding Public Works capital and operating expenses over the long term, as well as to provide additional speed enforcement and absorb increased costs for contracted services, while managing the impact on the tax levy.

The 2021 Preliminary Budget Overview and 2021 Preliminary Budget are attached.

Preliminary 2021 Tax Levy

The preliminary 2021 tax levy is \$2,455,912, which is a \$92,891, or 3.93% increase over the 2020 tax levy. The main items causing the tax levy increase are as follows:

- An increase of \$38,205 or 3.5% in the General Fund tax levy, which is used to fund the day-to-day operations of the City. This includes an increase of \$16,107, or 6.1% in the cost for fire and ambulance service, an increase of \$10,700 or 5.4% in general police service costs, and an increase of \$12,000 for funding of extra speed enforcement patrols.
- An increase of \$50,000 or 9% in the levee for street improvements, as called for by the long term street improvement funding plan to enable pay-as-you-go funding.
- An increase of \$15,000 or 5.2% in the debt service levy for the 2014A road bond, to reflect an increasing debt service payment

Preliminary 2021 Budget

The total preliminary 2021 Budget is \$2,650,371. This includes the General Fund Budget expenditures, the debt service levies, the capital improvement levies and other special levies. These are all listed in the attached 2021 Preliminary Budget spreadsheet.

Certification of Preliminary Tax Levy

The City is required to certify the preliminary tax levy to the County by September 30. The preliminary tax levy certified to the County cannot be increased, but can be reduced. The final budget and tax levy will be adopted in December, after the Council holds a Budget and Tax hearing.

Preliminary Budget and Tax Levy Resolutions

Attached are a resolution adopting the preliminary 2021 tax levy and a resolution adopting the preliminary 2021 budget. The resolutions reflect the attached 2021 preliminary line-item budget, which includes the total tax levy increase of 3.93%.

Date for Budget and Tax Hearing

The date for the required Budget and Tax Hearing also needs to be provided to the County. This hearing is normally held at the beginning of the December City Council meeting, which will be on December 15, 2021.

COUNCIL ACTION REQUESTED

- **Motion regarding the adoption of a resolution approving the preliminary 2021 budget.**
- **Motion regarding the adoption of resolution approving the preliminary 2021 tax levy for certification to the County.**
- **Motion to set the date and time for the Budget and Tax Hearing for the adoption of the final 2021 budget and tax levy**

City of Afton 2021 Preliminary Budget Overview

The following is an overview of the City of Afton preliminary 2021 budget and tax levy. The preliminary 2021 budget reflects an on-going effort to provide sufficient funding to meet current and long term capital improvement needs, including street improvements and bridge improvements, and to provide a plan for funding Public Works capital and operating expenses over the long term, as well as to provide additional speed enforcement and absorb increased costs for contracted services, while managing the impact on the tax levy.

General Fund Budget

The General Fund Budget includes expenditures and revenues related to the general day-to-day operation of the City. The line-item General Fund Budget, along with a listing of all property tax levies, including tax levies for debt service and capital improvement funding, as well as a number of smaller tax levy amounts, is attached.

General Fund Expenditure Highlights

The preliminary 2021 General Fund expenditures are \$1,379,068 (see Overall Total Expenditures on page 7 of the budget spreadsheet). This is an increase of \$39,352, or 2.9% over the 2020 budget.

An outline of the key items affecting the General Fund expenditures is as follows:

- Fire and ambulance service expense is up \$16,107, or 6.1%
- General Police Service expense is up \$ 10,700 or 5.4%
- Additional patrols expense is up \$12,000, or 240% to reflect increased additional speed enforcement patrol hours to maintain the higher level approved in mid-2020.
- Accounting expense is up \$5,000, or 17.2%, due to the planned increased fee level for accounting services
- Building Inspection fees expense is up \$4,845, or 12.6% to reflect higher building activity. These fees are more than offset by increased building permit revenue.

General Fund Revenue Highlights

- All revenues are generally flat. While actual Building Permit revenue is higher than the amount budgeted, the City has been budgeting these revenues conservatively.

Public Works Capital and Operating Expenses and Funding Sources

The Public Works Committee, working with the City Engineer, has identified all necessary public works activities and the annual funding needed for those activities. Some of the activities are already funded, at least partially, through the General Fund Operating Budget and/or the Special Activities Fund and/or the Sanitary Sewer Fund. There are four accounts in the Special Activities Fund that are currently funded with annual levies and that have significant available balances. These are as follows:

Existing Funding in the Special Activities Fund

- Stormwater Funding: Current balance of \$42,683.
- Parks and trails major repairs: Current balance of \$41,709
- Sidewalk repairs: Current balance of \$18,750.
- Flood Control: Current balance of \$51,667

Tax Levies and Transfers

General Fund Levy

- The preliminary 2021 General Fund tax levy is \$1,115,887. This is an increase of \$38,205, or 3.5% over the 2020 General Fund levy.

Capital Improvement Levies

- Street Improvement Levy

The total 2021 levy for street improvements (\$610,500) which is comprised of the \$220,500 Street Improvement Capital Fund levy and the \$390,000 debt service levy for the 2017B Road Bond, reflects an increase of \$50,000 or 9% over the 2020 levy for street improvements, as called for by the long term street improvement funding plan to enable pay-as-you-go funding.

- Bridge Replacement Levy

The Bridge Replacement Fund Levy reflects an increase from \$51,000 to \$52,000.

Debt Service Levies

- The debt service levy for the 2014 Road Bonds is up \$15,000 or 5.2% to reflect the amortization schedule with increasing annual payments.
- A new debt service levy of \$12,000 has been added to begin to build up a sufficient annual levy to fund the debt service on a planned bond issue to pay the unexpectedly large judgement in the easement condemnation matter involving the Afton House.

Total Tax Levy

The preliminary 2021 budget results in a total tax levy, including the General Fund levy and the debt service and transfer levies, of \$2,455,912 (see Total Property Taxes on page 1 of the budget spreadsheet). This is an increase of \$92,891, or 3.93% over the total 2020 levy.

Impact of Tax Levy On Property Owners

The proposed tax levy increase of 3.93% would have the following impacts on the City's share of property taxes:

Residential property valued at \$200,000: tax increase of \$25.63, or 4.6%
Residential property valued at \$500,000: tax increase of \$72.01, or 4.68%
Commercial property valued at \$500,000: tax increase of \$128.83 or 4.52%

Capital Improvement Projects and Funding

Street and Bridge Improvements Planning

Streets

To provide sufficient funding for the completion of the remaining 6.5 miles of planned street improvements, as well as to enable pay-as-you-go funding for future street improvements, the long term street improvement funding plan calls for a levy increase of \$50,000 in 2021. The balance in the Street Improvement Fund in 2021 will be approximately \$1 million, after funding the cost of the 30th Street Improvement Project. This balance will be available to fund a street improvement project in 2021

Bridges

In 2018, the Council authorized a levy of \$49,671 for bridge and other infrastructure replacement, as a first step in providing sufficient funding for bridge replacement needs. The 2021 proposed budget reflects a levy in the amount of \$52,000.

Downtown Village Improvement Project

The Downtown Village Improvement Project is now substantially complete. There is a funding gap for the project, mostly related to a large judgement in the easement condemnation matter involving the Afton House, and also related to legal costs for assessment appeals and easement condemnation processes. The magnitude of the funding gap is uncertain at this time, due to the City's appeal of the Afton House condemnation award and other condemnation hearings that are yet to be held.

The costs related to the 2020 pay-off of the temporary bonds used to provide cash flow for the Downtown Project, as well as the costs related to the River Road Sewer Lines Replacement Project that was completed in 2020, were funded by a short term bond issue that filled a small gap between cash on hand and the amount of the temporary bonds payoff, and also funded the River Road Sanitary Sewer Project. The debt service on the short term bonds is being funded with planned project revenues to be received in the next three years and by in-place debt service levies.

When the final costs of the Afton House easement condemnation matter are determined, an additional bond issue will be needed to fund the final judgement amount. To avoid a very large one-time increase in the tax levy for the debt service on the bonds, it is recommended that the tax levy for the debt service costs be increased incrementally starting in 2021. The preliminary 2021 budget reflects a new levy of \$12,000 for this purpose.

Sanitary Sewer Budget and Tax Levy

The 2021 preliminary budget includes a separate operating budget for the Sanitary Sewer operation to account for the operating costs of the wastewater collection and treatment system, particularly the costs of operating the wastewater treatment facility and the costs of periodic maintenance of lift stations and sewer lines, as well as to account for the user fee revenues necessary to fund the operating costs. The operating costs are somewhat low because a significant number of properties have not hooked up to the sewer system. On the other hand, the operating revenues are low because those properties are not yet paying sewer user fees. The 2021 budget continues a levy of \$15,000 to supplement user fees, if necessary.

City of Afton
Preliminary 2021 General Fund Budget

		Audited	Audited	Audited	Year to Date	Annual Budget	Remaining	Annual Budget	Increase (Decrease) 2021 minus 2020 Budget	
		2017	2018	2019	7/31/2020	2020	Budget \$	2021	\$	%
#100 GENERAL FUND										
A: Revenue										
1-PROPERTY TAXES:										
4000	General Fund Levy	974,335	984,222	1,024,956	622,059	1,077,682	455,622	1,115,887	38,205	3.5%
4005	Fiscal Disparity	46,265	54,350	63,842	47,350	75,075	27,725	68,722	(6,353)	-8.5%
4015	Delinq Taxes, Penalties & Int	10,629	17,503	11,546	7,780	0	(7,780)	0	0	
4013	Street Improvement Capital Fund	375,000	70,000	120,500	85,250	170,500	85,250	220,500	50,000	29.3%
6928	Special Reserve Fund	9,500	5,000	100	100	100	0	100	0	0.0%
6932	Stormwater Fund	3,500	3,500	3,500	1,750	3,500	1,750	0	(3,500)	-100.0%
6933	Vehicle/Equipment Replacement Fund	2,500	2,500	2,500	1,250	2,500	1,250	2,000	(500)	-20.0%
6935	Comprehensive Plan/Planning	4,000	4,000	4,000	1,750	3,500	1,750	0	(3,500)	-100.0%
6936	Flood Fund	5,500	5,500	5,500	2,750	5,500	2,750	0	(5,500)	-100.0%
6937	DNR Levee Project Grant Match	95,000	95,000	95,000	0	0	0	0	0	
4877	2020A Disposal Sys Bd (Redirect DNR Match)	0	0	0	47,500	95,000	47,500	95,000	0	0.0%
6934	Codification	100	100	500	250	500	250	500	0	0.0%
4843	MN Unemployment Claims	1,000	1,000	1,000	500	1,000	500	1,000	0	0.0%
4847	Election Fund	5,500	5,500	5,500	3,500	7,000	3,500	7,000	0	0.0%
6366	City Council Contingency Fund	0	0	0	0	0	0	0	0	
4842	Audit and Legal Reserve	1,000	1,000	100	100	100	0	100	0	0.0%
4844	Parks Capital Repairs/Trail & Ped Bridge	5,500	5,500	5,500	2,750	5,500	2,750	0	(5,500)	-100.0%
4022	Afton Septic System - City Share Oper Exp	15,000	15,000	15,000	7,500	15,000	0	15,000	0	0.0%
4017	Bridge Replacement Fund	0	49,671	50,000	25,500	51,000	0	52,000	1,000	2.0%
4846	Sidewalk	2,000	2,000	500	250	500	250	0	(500)	-100.0%
4012	Bldg & Land Capital Fund	6,000	6,000	6,000	3,000	6,000	3,000	7,000	1,000	16.7%
4818	City Share High Speed Internet	50,000	0	0	0	0	0	0	0	
Subtotal - General Prop Tax Levy		1,612,329	1,327,346	1,415,544	860,889	1,519,957	626,067	1,584,809	64,852	4.3%
4050	Debt Levy, Fire Hall Remodeling	49,833	49,784	49,624	24,532	49,064	24,532	50,103	1,039	2.1%
4876	Debt Levy - 2020A Disp Sys Bd (PFA Redir)	0	0	0	36,000	72,000	36,000	72,000	0	0.0%
4878	Debt Levy - 2020A Disposal Sys Bd	0	0	0	21,000	42,000	21,000	42,000	0	0.0%
4897	Debt Service Levy, Condemnation Bond	0	0	0	0	0	0	12,000	12,000	
4898	Debt Levy, Dwntrwn Imp Tmp Bond	28,000	73,000	37,000	0	0	0	0	0	
4899	Debt Levy, PFA Loans	70,000	27,000	70,000	0	0	0	0	0	
4726	Debt Levy, 2017B Road Bond	0	390,000	390,000	195,000	390,000	195,000	390,000	0	0.0%
4725	Debt Levy - 2014A Road Bond	260,000	260,000	275,000	145,000	290,000	145,000	305,000	15,000	5.2%
TOTAL PROPERTY TAXES		2,020,162	2,127,130	2,237,168	1,282,421	2,363,021	1,047,599	2,455,912	92,891	3.93%

City of Afton
Preliminary 2021 General Fund Budget

	Audited 2017	Audited 2018	Audited 2019	Year to Date 7/31/2020	Annual Budget 2020	Remaining Budget \$	Annual Budget 2021	Increase (Decrease) 2021 minus 2020 Budget	
								\$	%
2-INTERGOVERNMENTAL REVENUE:									
4100 Gravel Tax/West Lakeland Cent College	(2,267)	(2,510)	(2,545)	(2,635)	(2,500)	135	(2,500)	0	0.0%
4108 MV Credit - Ag	10,423	10,635	5,292	0	4,000	4,000	4,000	0	0.0%
4112 PERA Rate Increase Aid	634	634	634	0	634	634	634	0	0.0%
4175 Agricultural perserve credit	1,064	568	5,994	0	500	500	500	0	0.0%
TOTAL INTERGOV'T REVENUES	9,854	9,327	9,376	(2,635)	2,634	5,269	2,634	0	0.0%
3-CHARGES FOR SERVICES:									
4205 Assessment Search	60	80	60	10	35	25	35	0	0.0%
4210 Sale of Copies	8	73	0	0	100	100	100	0	0.0%
4215 Rent of City Garage	0	500	2,500	2,000	500	0	1,500	1,000	200.0%
TOTAL CHARGES FOR SERVICES	68	653	2,560	2,010	635	125	1,635	1,000	157.5%
4-FINES & FORFEITURES:									
4300 County Fines & Fees	11,061	8,700	13,706	5,824	10,000	4,176	10,000	0	0.0%
4305 Other Fines & Forfeitures	0	0	0	0	250	250	250	0	0.0%
TOTAL FINES & FORFEITURES	11,061	8,700	13,706	5,824	10,250	4,426	10,250	0	0.0%
5-LICENSES, FEES, PERMITS:									
4400 Building Permit Fees - Afton	193,823	105,130	151,857	126,954	91,000	(35,954)	98,500	7,500	8.2%
4401 Building & Eng'g Inspection Fees	2,390	1,445	5,005	971	1,000	29	1,000	0	0.0%
4404 4th of July permits	0	0	0	0	0	0	0	0	0.0%
4405 Pet License & Impound Fees	1,055	230	680	95	300	205	300	0	0.0%
4410 Liquor Licenses	3,500	1,750	3,350	3,500	3,000	(500)	3,000	0	0.0%
4415 Other Licenses	1,119	1,496	859	401	350	(51)	350	0	0.0%
4435 R-O-W Permit/Utility Permit Fees	3,500	500	2,000	1,500	1,750	250	1,750	0	0.0%
4437 Utility Franchise Fees	62,497	59,174	62,196	33,590	59,000	25,410	59,000	0	0.0%
4440 Zoning Fees & Permits	11,475	5,690	5,190	2,102	4,000	1,898	4,000	0	0.0%
TOTAL LICENSES, FEES, PERMITS	279,359	175,415	231,138	169,112	160,400	(8,712)	167,900	7,500	4.7%

City of Afton
Preliminary 2021 General Fund Budget

	Audited 2017	Audited 2018	Audited 2019	Year to Date 7/31/2020	Annual Budget 2020	Remaining Budget \$	Annual Budget 2021	Increase (Decrease) 2021 minus 2020 Budget	
								\$	%
7-MISCELLANEOUS REVENUE:									
4601 Insurance dividend	998	471	1,195	375	500	125	500	0	0.0%
4604 Park rental & cleaning fees	225	275	675	100	250	150	250	0	0.0%
4615 Settlements/Other Income/Transfer	609	716	226	0	0	0	0	0	0.0%
TOTAL MISCELLANEOUS REVENUE	1,832	1,462	2,096	475	750	275	750	0	0.0%
9-OTHER GRANTS:									
4810 County Grant-recycling grant	7,210	7,210	6,676	7,262	7,090	(172)	7,090	0	0.0%
4814 Cable Commission Distribution	1,500	1,200	1,200	1,200	1,200	0	1,200	0	0.0%
TOTAL OTHER GRANTS	8,710	8,410	7,876	8,462	8,290	(172)	8,290	0	0.0%
10-INTEREST REVENUES:									
4901 Interest - 4M Fund General	12,772	10,329	9,342	2,712	4,000	1,288	3,000	(1,000)	-25.0%
4905 Miscellaneous Income	0	0	0	0	0	0	0	0	0.0%
TOTAL INTEREST REVENUES	12,772	10,329	9,342	2,712	4,000	1,288	3,000	(1,000)	-25.0%
TOTAL REVENUES	2,343,818	2,341,426	2,513,261	1,468,382	2,549,980	1,050,098	2,650,371	100,391	3.94%

City of Afton
Preliminary 2021 General Fund Budget

	Audited 2017	Audited 2018	Audited 2019	Year to Date 7/31/2020	Annual Budget 2020	Remaining Budget \$	Annual Budget 2021	Increase (Decrease) 2021 minus 2020 Budget	
								\$	%
B: EXPENDITURES									
1-WAGES & BENEFITS:									
5002 Mayor & Council	13,200	13,200	13,200	7,700	13,200	5,500	13,200	0	0.0%
5004 City Administrator	92,150	92,150	97,330	57,808	105,000	47,192	108,000	3,000	2.9%
5005/511 Intern(s)/Contract Office Admin	5,221	300	0	0	500	500	500	0	0.0%
5007 Office Assistant	21,793	23,705	24,866	10,747	27,550	16,803	28,350	800	2.9%
5008 City Clerk	28,930	39,171	50,450	26,302	56,130	29,828	57,800	1,670	3.0%
5020 Maintenance Personnel (incl Mileage)	24,076	27,916	31,848	17,242	37,000	19,758	34,000	(3,000)	-8.1%
5014 FICA & Medicare	18,047	18,133	17,793	9,853	18,313	8,460	18,502	189	1.0%
5018/37 Ins Benefits (Disability)and Other Fin'l (CA)	26,627	26,863	27,961	16,497	27,120	10,623	27,120	0	0.0%
5053 PERA	12,771	13,913	16,490	8,491	18,552	10,061	18,743	191	1.0%
5024 Workers Comp Insurance	0	2,691	4,638	4,359	3,100	(1,259)	3,100	0	0.0%
TOTAL WAGES & BENEFITS	242,815	258,042	284,577	158,998	306,465	147,466	309,315	2,850	0.9%
2-PROFESSIONAL SERVICES:									
5120 Contract - Videographer	2,475	3,691	3,804	765	4,000	3,235	4,000	0	0.0%
5302 Assessor Fees	22,215	23,592	26,015	26,511	26,500	(11)	27,200	700	2.6%
5304 Accounting fees	17,130	17,637	26,527	17,025	29,000	11,975	34,000	5,000	17.2%
5305 Auditing fees	6,600	10,875	19,295	16,870	15,000	(1,870)	17,000	2,000	13.3%
5310 Engineering Fees	24,410	34,079	44,580	19,113	25,000	5,887	27,000	2,000	8.0%
5315 Recording fees	0	552	644	92	300	208	300	0	0.0%
5320 Legal fees - Prosecution	27,943	26,374	32,020	16,982	30,000	13,018	31,000	1,000	3.3%
5321 Legal fees - General/Civil	19,082	21,652	20,581	14,518	24,000	9,482	24,000	0	0.0%
5323 Legal fees - Special/Co-Pays	0	0	0	354	0	(354)	0	0	
5330 Planning Fees	6,200	5,368	593	0	4,200	4,200	4,500	300	7.1%
5335 Other Fees for Service/YSB/4H	1,150	0	202	0	1,500	1,500	1,500	0	0.0%
5350 Building Inspection Fees - Stensland	82,429	47,634	64,093	58,523	38,500	(20,023)	43,345	4,845	12.6%
5360 Misc Dev Fees	0	0	0	0	0	0	0	0	
5370 Well Monitoring Program	0	1,075	2,182	0	2,000	2,000	2,000	0	0.0%
5380 Watershed Management	596	596	596	638	600	(38)	600	0	0.0%
TOTAL PROFESSIONAL SERVICES	210,230	193,125	241,133	171,391	200,600	29,209	216,445	15,845	7.9%

City of Afton
Preliminary 2021 General Fund Budget

	Audited 2017	Audited 2018	Audited 2019	Year to Date 7/31/2020	Annual Budget 2020	Remaining Budget \$	Annual Budget 2021	Increase (Decrease) 2021 minus 2020 Budget	
								\$	%
4-OTHER EXPENDITURES:									
5500 Office Equipment	0	0	0	0	700	700	700	0	0.0%
5505 Bank/IRS Fees/Penalties/Interest	314	873	452	288	400	112	500	100	25.0%
5510 Comp Svc (All HW/SW, GIS, Web, Email)	6,900	16,830	9,344	8,806	11,000	2,194	11,000	0	0.0%
5516 Copier Lease	2,760	2,521	2,760	1,610	3,500	1,890	3,000	(500)	-14.3%
5520 Equipment Maintenance	0	0	0	0	500	500	500	0	0.0%
5525 Insurance-General Liability	15,962	21,705	21,722	23,438	22,500	(938)	24,000	1,500	6.7%
5535 Misc. Expense	574	113	509	144	1,500	1,356	500	(1,000)	-66.7%
5540 Office Supplies	3,563	3,230	2,978	2,405	4,000	1,595	3,500	(500)	-12.5%
5545 Other Administration	320	120	41	281	500	219	300	(200)	-40.0%
5550 Postage	3,847	4,266	2,315	995	3,800	2,805	2,500	(1,300)	-34.2%
5555 Publishing & Printing	407	1,143	846	1,196	2,000	804	2,000	0	0.0%
5560 Newsletter	4,804	4,144	6,326	3,690	5,000	1,310	6,000	1,000	20.0%
5565 Telephone	3,051	3,595	3,595	2,181	3,500	1,319	3,800	300	8.6%
5575 Travel & Mileage	186	162	416	59	500	441	500	0	0.0%
5580 Membership & Dues	3,229	3,384	3,474	46	3,300	3,254	3,300	0	0.0%
5585 Seminars & Education incl ICMA	1,059	2,576	1,535	275	2,600	2,325	2,600	0	0.0%
TOTAL OTHER EXPENDITURES	46,976	64,662	56,312	45,414	65,300	19,886	64,700	(600)	-0.9%
SUBTOTAL GENERAL & ADMINISTRATIVE	500,021	515,829	582,021	375,803	572,365	196,561	590,460	18,095	3.2%
5-PUBLIC SAFETY:									
5605 Animal Control	1,280	2,884	3,416	1,039	3,500	2,461	3,500	0	0.0%
5625 Fire & Ambulance Service	243,296	249,166	260,296	197,738	263,651	65,913	279,758	16,107	6.1%
5636 Police Service - Additional Patrols	0	2,044	2,448	1,241	5,000	3,760	17,000	12,000	240.0%
5635 Police Service - County	176,419	186,346	189,238	99,805	199,300	99,495	210,000	10,700	5.4%
TOTAL PUBLIC SAFETY	420,995	440,440	455,398	299,823	471,451	171,628	510,258	38,807	8.2%
6-PUBLIC HEALTH:									
5705 Recycling - Afton	525	(304)	(28)	0	500	500	500	0	0.0%
5720 Refuse Hauling - City Hall	745	945	469	255	1,000	745	1,000	0	0.0%
TOTAL PUBLIC HEALTH	1,270	641	441	255	1,500	1,245	1,500	0	0.0%

City of Afton
Preliminary 2021 General Fund Budget

	Audited 2017	Audited 2018	Audited 2019	Year to Date 7/31/2020	Annual Budget 2020	Remaining Budget \$	Annual Budget 2021	Increase (Decrease) 2021 minus 2020 Budget	
								\$	%
7-STREETS:									
5820 Gravel Road Maintenance	13,721	10,348	6,567	0	0	0	0	0	
5825 Crackseal/Seal Coat/Gravel Shouldering	33,098	50,469	13,543	1,757	70,000	68,243	60,000	(10,000)	-14.3%
5830 Snow & Ice Control	76,152	132,082	138,959	55,350	115,000	59,650	110,000	(5,000)	-4.3%
5835 Surf maint/Sweeping/Pothole Repair	28,672	2,262	15,379	10,180	10,000	(180)	10,000	0	0.0%
5845 Brush/Tree/Mow/Bridge/Culvert/Guardrail	80,978	45,273	57,858	40,137	52,000	11,863	52,000	0	0.0%
5850 Street Lights	4,494	3,397	1,810	1,034	5,000	3,966	2,500	(2,500)	-50.0%
5855 Gas Lamps - Operating Costs	1,236	1,393	0	0	0	0	0	0	
5860 Signs & Signals	2,624	1,879	9,100	6,191	3,500	(2,691)	5,000	1,500	42.9%
5870 Other - Road Maint.	888	1,608	2,000	1,365	2,000	635	2,000	0	0.0%
TOTAL STREETS	241,863	248,711	245,216	116,014	257,500	141,486	241,500	(16,000)	-6.2%
9-OTHER PUBLIC WORKS EXPENDITURES:									
5910 Flood Control: Oper Pump/Levee Annual Maint	0	0	0	0	1,600	1,600	600	(1,000)	-62.5%
5920 Repair \$ Maint - Equipment	1,506	2,481	4,278	1,721	3,000	1,279	3,500	500	16.7%
5925 Fuel & Lubricants	263	361	506	0	1,000	1,000	1,000	0	0.0%
5930 Tools & Minor Equipment	95	375	0	139	950	811	950	0	0.0%
5940 Sidewalk improvements	0	0	0	0	0	0	0	0	
TOTAL OTHER PUBLIC WORKS	1,864	3,217	4,784	1,860	6,550	4,690	6,050	(500)	-7.6%
SUBTOTAL STREETS, REHAB & PUBLIC WORKS	243,727	251,928	250,000	117,874	264,050	146,176	247,550	(16,500)	-6.2%
9-BUILDINGS & LAND:									
6010 Gas Heat - 3033 City Hall	533	0	1,167	838	2,200	1,362	1,200	(1,000)	-45.5%
6020 Electricity	2,039	2,750	2,482	1,352	2,000	648	2,000	0	0.0%
6030 Miscellaneous Expense	910	229	1,529	821	800	(21)	800	0	0.0%
6035 Cleaning	13	7	0	0	500	500	250	(250)	-50.0%
6040 Repair & Maintenance	2,644	2,789	902	1,092	2,500	1,408	2,500	0	0.0%
6045 City Garage Exp - 1165 Stagecoach	2,147	4,588	2,864	1,960	2,500	540	2,500	0	0.0%
6046 Garage Exp - Sheriff & PW	0	0	488	1,137	1,000	(137)	500	(500)	-50.0%
6050 Supplies	536	1,519	940	577	550	(27)	750	200	36.4%
TOTAL BUILDINGS & LAND	8,822	11,882	10,371	7,778	12,050	4,272	10,500	(1,550)	-12.9%

City of Afton
Preliminary 2021 General Fund Budget

	Audited 2017	Audited 2018	Audited 2019	Year to Date 7/31/2020	Annual Budget 2020	Remaining Budget \$	Annual Budget 2021	Increase (Decrease) 2021 minus 2020 Budget	
								\$	%
12-PARKS & RECREATION:									
6105 4th of July Celebration	3,500	3,500	3,500	3,500	3,500	0	3,500	0	0.0%
6135 Park Maintenance	2,587	3,380	3,069	822	2,500	1,678	2,500	0	0.0%
6136 Park Utilities	0	0	3,288	1,812	3,000	1,188	3,500	500	16.7%
6140 Miscellaneous expense	16	238	238	456	300	(156)	300	0	0.0%
6205 Cemetery Maintenance	9,354	9,000	9,000	9,000	9,000	0	9,000	0	0.0%
TOTAL PARKS & RECREATION	15,457	16,118	19,095	15,590	18,300	2,710	18,800	500	2.7%
OVERALL TOTAL EXPENDITURES	1,190,292	1,236,838	1,317,326	817,123	1,339,716	522,592	1,379,068	39,352	2.9%

City of Afton
Preliminary 2021 General Fund Budget

	Audited 2017	Audited 2018	Audited 2019	Year to Date 7/31/2020	Annual Budget 2020	Remaining Budget \$	Annual Budget 2021	Increase (Decrease) 2021 minus 2020 Budget	
								\$	%
C: OTHER FINANCING SOURCES (USES)									
4050 Tax Levy to Fire Hall Debt Service Fund	(49,833)	(49,784)	(49,624)	(24,532)	(49,064)	(24,532)	(50,103)	(1,039)	2.1%
4876 Debt Levy - 2020A Disp Sys Bd (PFA Redirect)	0	0	0	(36,000)	(72,000)	(36,000)	(72,000)	0	0.0%
4877 Debt Serv Levy - 2020A Disposal Sys Bd	0	0	0	(21,000)	(42,000)	(21,000)	(42,000)	0	0.0%
4897 Debt Service Levy, Condemnation Bond	0	0	0	0	0	0	(12,000)	(12,000)	
4898 Tax Levy re Dwtwn Imp Tmp Bonds	(28,000)	(73,000)	(37,000)	0	0	0	0	0	
4899 Debt Service Levy, PFA Loans	(70,000)	(27,000)	(70,000)	0	0	0	0	0	
4726 Debt Service Levy, 2017B Road Bond	0	(390,000)	(390,000)	(195,000)	(390,000)	(195,000)	(390,000)	0	0.0%
4725 Debt Service Levy, 2014A Road Bond	(260,000)	(260,000)	(275,000)	(145,000)	(290,000)	(145,000)	(305,000)	(15,000)	5.2%
6920 Oper trf to Bldg & Land Fund - Budgeted	(6,000)	(6,000)	(6,000)	(3,000)	(6,000)	(3,000)	(7,000)	(1,000)	16.7%
4818 City Share High Speed Internet	(50,000)	0	0	0	0	0	0	0	
6920 Oper trf to Bldg & Land Fund - Unbudgeted	(25,000)	0	0	0	0	0	0	0	
6921 Oper Trf to Street Imp - UnBudgeted	(100,000)	0	0	0	0	0	0	0	
6925 Oper trf to Street Imp- Budgeted	(375,000)	(70,000)	(120,500)	(85,250)	(170,500)	(85,250)	(220,500)	(50,000)	29.3%
6928 Oper Trf from(to) Special Reserve Fund	(9,500)	(5,000)	(100)	(100)	(100)	0	(100)	0	0.0%
6932 Oper Trf to Stormwater Fund	(3,500)	(3,500)	(3,500)	(1,750)	(3,500)	(1,750)	0	3,500	-100.0%
6933 Oper Trf to Vehicle Fund	(2,500)	(2,500)	(2,500)	(1,250)	(2,500)	(1,250)	(2,000)	500	-20.0%
6935 Oper Trf to Comprehensive Plan	(4,000)	(4,000)	(4,000)	(1,750)	(3,500)	(1,750)	0	3,500	-100.0%
6936 Oper Trf to Flood Mitigation & Control	(5,500)	(5,500)	(5,500)	(2,750)	(5,500)	(2,750)	0	5,500	-100.0%
6937 Oper Trf to DNR Grant Match	(95,000)	(95,000)	(95,000)	0	0	0	0	0	
4877 Oper Trf to 2020A Disposal Sys Bond	0	0	0	(47,500)	(95,000)	(47,500)	(95,000)	0	0.0%
6934 Oper trf to Codification (Spec Act Fd)	(100)	(100)	(500)	(250)	(500)	(250)	(500)	0	0.0%
4843 Oper Trf to MN Unemployment Claims	(1,000)	(1,000)	(1,000)	(500)	(1,000)	(500)	(1,000)	0	0.0%
4747 Oper Trf to Election Fund	(5,500)	(5,500)	(5,500)	(3,500)	(7,000)	(3,500)	(7,000)	0	0.0%
6366 City Council Contingency Fund	(10,000)	0	0	0	0	0	0	0	
4842 Audit Legal Reserve	(1,000)	(1,000)	(100)	(100)	(100)	0	(100)	0	0.0%
4844 Oper Trf Parks Capital (Incl Trail & Ped Bridge)	(5,500)	(5,500)	(5,500)	(2,750)	(5,500)	(2,750)	0	5,500	-100.0%
4022 Oper Trf to Afton Septic System - City Bldgs	(15,000)	(15,000)	(15,000)	(7,500)	(15,000)	(7,500)	(15,000)	0	0.0%
4846 Oper Trf to Sidewalk	(2,000)	(2,000)	(500)	(250)	(500)	(250)	0	500	-100.0%
4017 Bridge Replacement Fund	0	(49,671)	(50,000)	(25,500)	(51,000)	(25,500)	(52,000)	(1,000)	2.0%
6954 Oper Trf to 807 Tmp Bond Debt Fund	0	(15,000)	0	0	0	0	0	0	
6929 Trf (to) fr Special Activities Fd (Various)	(25,000)	(15,000)	(59,000)	0	0	0	0	0	
TOTAL OTH FINANCING/TRANSFERS	(1,148,933)	(1,101,055)	(1,195,824)	(605,232)	(1,210,264)	(605,032)	(1,271,303)	(61,039)	5.0%
REVENUES OVER (UNDER) EXPENDITURES	\$4,593	\$3,533.00	\$110	\$46,026	0	(\$77,526)	0	77,526	
Fund Balance - Beginning of Period	\$328,212	\$332,805	\$336,339	\$336,450					
Fund Balance - End of Period	\$332,805	\$336,338	\$336,450	\$382,476					

City of Afton
Preliminary 2021 General Fund Budget

	Audited	Audited	Audited	Year to Date	Annual Budget	Remaining	Annual Budget	Increase (Decrease) 2021 minus 2020 Budget	
	2017	2018	2019	7/31/2020	2020	Budget \$	2021	\$	%
Check Total (Actual) - Rev Over (Under) Exp	4,593.56	3,533.95	110.37	46,026.48					
Check Total (Actual) - Fund Balance	332,805.25	336,339.20	336,449.57	382,476.05					

Total General Fund Expenses
Less Fiscal Disparity Levy
Less Non-Levy Revenue - General Fund
General Fund Levy

1,339,716	1,379,068	This is the balancing formula for the General Fund Levy
(75,075)	(68,722)	
(186,959)	(194,459)	
1,077,682	1,115,887	
0	0	

410 - Sanitary Sewer Operations (estimates)										
4022	Levy - Sanitary Sewer Operations	15,000	15,000	15,000	7,500	15,000	7,500	15,000	0	0.0%
4023	User Fees - Sanitary Sewer Operations	0	29,850	40,700	22,325	33,000	15,000	48,600	15,600	47.3%
4919	Interest Income - 4M Fund	0	13	953	186	0	0	0	0	
Total Revenue		15,000	44,863	56,653	30,011	48,000	22,500	63,600	15,600	32.5%
6061	Wages & Benefits	0	0	0	0	0	0	0	0	
6062	Contract Services - Other	745	782	7,895	2,045	2,000	(45)	2,000	0	0.0%
6063	Maint Sewer Lines & Lift Stations	0	0	0	0	0	0	5,500	5,500	
6065	Oper & Mgmt Fees	1,508	20,509	19,136	11,063	22,000	10,937	22,500	500	2.3%
6066	Lab Fees	0	10,582	12,739	7,685	10,000	2,315	13,000	3,000	30.0%
6068	Electricity - Lift Stations	0	15,004	19,009	7,035	12,000	4,965	12,000	0	0.0%
6069	Insurance - Prop & Liab	0	0	5,291	5,967	6,000	33	6,000	0	0.0%
6083	Special Assessments	0	2,590	2,156	1,909	0	(1,909)	1,700	1,700	
Total Expenses		2,253	49,467	66,226	35,704	52,000	16,296	62,700	10,700	20.6%
TOTAL SANITARY SEWER OPERATIONS		12,747	(4,604)	(9,573)	(5,693)	(4,000)		900	4,900	-122.5%

RESOLUTION 2020-45

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION ADOPTING THE PROPOSED 2021 BUDGET

BE IT RESOLVED by the City Council of the City of Afton, County of Washington, Minnesota, to adopt the Proposed 2021 Budget as presented in Attachment A.

Total Budget **\$2,650,371**

The City Administrator/Treasurer is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Washington County, Minnesota.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 15th DAY OF SEPTEMBER, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Nelson:

Ross:

Perkins:

Wroblewski:

Palmquist:

RESOLUTION 2020-46

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION ADOPTING THE PROPOSED TAX LEVIES FOR 2021

BE IT RESOLVED by the City Council of the City of Afton, County of Washington, Minnesota, that the following sum of money be levied in the current year for collection in 2021, upon taxable property in the City of Afton, for the following purposes:

Proposed General Certified Levy	\$1,584,809
Proposed Debt Service Fund Certified Levy: Fire Station Expansion/Remodel	\$50,103
Proposed Debt Serv Fund Certified Levy – Road Improvement 2014A	\$305,000
Proposed Debt Serv Fund Certified Levy – Road Improvement 2017B	\$390,000
Proposed Debt Service Fund Certified Levy – Downtown Improvement Projects (Condemnation Bonds \$12,000+ Disposal System Bond \$114,000)	\$126,000
Total Proposed Certified Levy	\$2,455,912

The City Administrator/Treasurer is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Washington County, Minnesota.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 15TH DAY OF SEPTEMBER 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moore, City Administrator

Motion by:

Second by:

Nelson:

Ross:

Perkins:

Wroblewski:

Palmquist:

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

Meeting Date Sept.15, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorese, City Administrator
Date: September 10, 2020
Re: Additional Uses for CARES Funding

Staff has learned that the costs of public safety employees, such as police officers, can be presumed to be Covid-related for the purposes of CARES funding (see the guidance information below), and a number of cities are planning to use the CARES funds to fund public safety payroll costs. The City Auditor has confirmed that, although the City contracts for police services rather than directly employing police officers, the costs are eligible for CARES funding. Staff is in the process of connecting with Washington County regarding how they are treating their public safety payroll costs in relation to the CARES funding, and will provide an update at the Council meeting.

CARES Funding Guidance

The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, **a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.**

Council Action Requested

Motion regarding using CARES funding to fund costs related to police services.

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

Meeting Date Sept.15, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorese, City Administrator
Date: September 10, 2020
Re: Continuation of Extra Patrols for Speed Enforcement

Labor Day was the last day for the scheduling of extra patrols for speed enforcement. Because a warm weekend in the fall can bring as much additional traffic to Afton as a summer weekend, especially during this time of the Covid 19 Pandemic, and because staff has learned that the cost of extra patrols for speed enforcement is eligible for the CARES funding, the Council may want to consider continuing the extra patrols through September and into October. The Sheriff's Patrol Commander, Doug Anschutz, has indicated the Sheriff's Department can continue to schedule extra patrol shifts for speed enforcement. He also has indicated that they have the flexibility to cancel extra patrol shifts due to inclement weather, but the cancellation needs to be made at least 24 hours in advance of the shift. Staff is requesting direction from the Council regarding the continuation of the extra patrols for speed enforcement into September and October.

COUNCIL ACTION REQUESTED:

Motion Regarding the continuation of extra patrols for speed enforcement in September and October

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

Meeting Date Sept.15, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorese, City Administrator

Date: September 10, 2020

Re: Draft Ordinance Amendment Requiring That Realtors Provide Information Regarding the Lower St. Croix Riverway Regulations to Potential Landowners in the Riverway – **Ordinance 08-2020**

Several years ago, a Landowners Guide to the Lower St. Croix Riverway was created to inform realtors, current and potential land owners, and contractors in the St. Croix Riverway about the importance of protecting the Riverway and the regulations that are in place to do that. As new realtors begin to work in Afton, and as potential land owners begin to make plans for the use of Riverway property, it is important that they are aware of the Riverway regulations. An easy way to do this is by realtors being familiar with the Landowners Guide and providing a copy of the guide to potential Riverway landowners before they purchase land in the Riverway. It is important that expectations regarding the use of Riverway property are in sync with the regulations well before plans are made and particularly before land is purchased.

Staff was requested to draft an ordinance to ensure that potential Riverway landowners are provided with the Riverway regulations prior to the purchase of land. The attached draft ordinance amendment requires that realtors selling Riverway land in Afton provide information regarding the Riverway regulations to potential landowners prior to the transfer of land. The ordinance amendment is provided for the Council's consideration and feedback.

Council Action Requested

Motion regarding the draft ordinance amendment requiring realtors to provide Riverway regulations to potential Riverway landowners.

ORDINANCE 08-2020

CITY OF AFTON

WASHINGTON COUNTY, MINNESOTA

AN ORDINANCE AMENDING SECTION 12-838 OF CHAPTER 12 LAND USE, OF THE CITY CODE TO ADD LANGUAGE REGARDING NOTIFICATION OF LOWER ST. CROIX BLUFFLAND AND SHORELAND MANAGEMENT DISTRICT REGULATIONS TO BUYERS OF LAND IN THE DISTRICT

THE CITY COUNCIL OF THE CITY OF AFTON, MINNESOTA HEREBY ORDAINS:

Section 12-238 of the Afton Code of Ordinances shall be amended to add the following **bold and underlined** language

Sec. 12-838. **Notification of the Lower St. Croix Bluffland and Shoreland District regulations**

A. Purpose

1. To protect the St. Croix River and the natural environment of the Lower St. Croix Bluffland and Shoreland District by ensuring potential buyers of property in the District are provided with the regulations regarding the use of land in the District

B. Notification of Regulations

1. Buyers of property in the Lower St. Croix Bluffland and Shoreland District must be provided with the regulations regarding the use of land in the District prior to the transfer of the property. The realtor representing the buyer, or other representative of the buyer, shall provide the regulations to the buyer.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS ____ DAY OF ____, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moose, City Administrator

Motion by:
Second by:
Perkins:
Wroblewski:
Ross:
Nelson:
Palmquist:

Meeting Date Sept.15, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorese, City Administrator

Date: September 9, 2020

Re: Valley Branch Watershed District Board of Managers Vacancy

There will be an upcoming vacancy on the Valley Branch Watershed District (VBWD) Board of Managers due to the retirement of Jill Lucas from the Board. Vacancies on the Board of Managers are filled by the Washington County Board of Commissioners. Cities can submit the names of residents with knowledge and interest in water resources to the County Board for its consideration for appointment to fill the vacancies. If Council members know of residents who would be interested in serving on the VBWD Board of Managers their names could be submitted to the Washington County Board of Commissioners.

Council Action Requested

Motion regarding residents who would be interested in serving on the VBWD Board of Managers

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

Meeting Date Sept.15, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: September 10, 2020

Re: Payments No. 1 and No. 2 to Executive Contracting, Inc. for the 30th Street Improvement Project

Payment No. 1

Executive Contracting, Inc. requested that, at the time the final wear course on 30th Street was complete and accepted by staff, a payment of \$80,000 would be made. The Council authorized staff to make the payment if the final wear course was completed and accepted, with the understanding that the payment would be formally approved at the September 15 Council meeting. The final wear course is being completed as this memo is being written on September 10. When the final wear course is complete and accepted, the \$80,000 payment will be made. The work then remaining will be to complete the shouldering.

Payment No. 2

Staff is recommending that, once the shouldering is complete, which should occur prior to the September 15 Council meeting, the contractor be paid \$81,991. This amount plus the payment No. 1 amount of \$80,000 equals 161,991, which is 90% of the contract amount.

Council Action Requested

Motion regarding approving Payment No. 1, in the amount of \$80,000, and approving Payment No. 2, in the amount of \$81,991, to be paid when the shouldering is complete, to Executive Contractors, Inc. for the 30th Street improvement Project.

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

Meeting Date Sept.15, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: September 9, 2020

Re: Payment to Tri County Services for 30th Street Large Culvert Replacement and small culvert replacements.

Tri County Services has completed the replacement of the large culvert and the small culverts on 30th Street. The cost of the large culvert replacement is \$89,975. The cost of the small culvert replacements is \$21,500. The invoices are attached.

Council Action Requested

Motion regarding approving the payments of \$89,975 and \$21,500 to Tri County Services for the replacement of the large culvert on 30th Street and the replacement of the small culverts on 30th Street respectively.

Tri County Services Inc

14235 80th St S
MN 55033

Invoice

Date	Invoice #
9/8/2020	53

Bill To
City of Afton 3033 St. Croix Trail s Afton Mn 55001

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	installation of box culvert on 30 th street	89,975.00	89,975.00
All work is complete!		Total	\$89,975.00

ROM

Tri County Services Inc

14235 80th St S
MN 55033

Invoice

Date	Invoice #
9/8/2020	54

Bill To
City of Afton 3033 St. Croix Trail s Afton Mn 55001

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	installation of culverts from true north on 30th street	21,500.00	21,500.00
All work is complete!		Total	\$21,500.00



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

Meeting Date Sept.15, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: September 9, 2020

Re: Price Quote for Guardrail Replacement at 30th Street Large Culvert

The installation of guardrails for the 30th Street large culvert was not included in the Tri County price quote for the replacement of the large culvert. A separate price quote has been obtained from H&R Construction, a guardrail installation contractor, in the amount of \$15,625. The Council authorized staff to move forward with H&R Construction in order to get the guardrail installation scheduled as soon as possible, with the Council to formally accept the price quote at the September 15 Council meeting.

Council Action Requested

Motion regarding accepting the price quote from H&R Construction for guardrail replacement at the 30th Street large culvert, in the amount of \$15, 625.

8/31/2020

QUOTE

PROJECT #: CITY OF AFTON GUARDRAIL - 30TH ST. S
COUNTY: WASHINGTON
QUOTE: GUARDRAIL

TO: Project Estimators

We are pleased to quote the following prices for these items on the above referenced project:

ITEM / NOTES	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
	MOBILIZATION	1.00 EACH	1,500.00	1,500.00
	END TREATMENT - TANGENT TERMINAL	4.00 EACH	2,500.00	10,000.00
	TRAFFIC BARRIER DESIGN TYPE 31	125.00 L F	33.00	4,125.00
			TOTAL=	15,625.00

NOTE: Price does not include any hand digging, potholing, daylighting, or utility mitigation.

NOTE: Work area for guardrail pounder needs to be a minimum of 15' from traffic side of G.R. posts.

NOTE: Price for all work to be completed without frost present.

EXCLUSIONS: Traffic Control, Flaggers, TMA's, Grading, As Builts, Surveying, Staking, Engineering, Electrical Work,
& End Posts/Curb (or modifications).

*We appreciate your consideration of our firm for the construction of these items.

*Quote valid for 30 days past quote date. Later notification may result in price adjustments, and/or delays to project.

*Email anthony@hrconst.com if you have any questions regarding this quote.

Regards,
H & R CONST. CO.

Anthony Peterson

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

Meeting Date Sept.15, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorese, City Administrator

Date: September 9, 2020

Re: Emergency Operations Update

City Hall Remains Closed to the Public

With the Governor's extension of the Shelter In Place order, the City Hall will remain closed to the public. Staff will continue to work from home, with the exception of essential tasks that require work at City Hall. In these instances, staff will coordinate so that they are not in City Hall at the same time or they maintain social distancing and wear masks.

Continuation of Virtual City Council Meetings

The Council, at its July 21, 2020 meeting, discussed their ideal preference to hold in-person meetings, but understood the difficulties of doing so while meeting Covid-19 safety guidelines. The Council discussed livestreaming Council meetings with remote participation by the public as a possible way to enable the Council members to meet in-person, while enabling easy and safe public participation. The Council directed staff to obtain pricing for adding the capability of livestreaming with remote public participation. The Council has approved pricing from the contractor who has provided earlier updates to the Council Chambers audio/visual system, and the livestreaming with remote participation is planned to be installed this fall. Also, staff is researching clear dividers that could be used during in-person Council meetings at the Council dais and at the side tables.

Planning Commission Public Hearings on Zoning Applications

As authorized by the Council at its May 19, 2020 meeting, the Planning Commission is meeting remotely to hold public hearings regarding zoning applications. The Planning Commission has indicated it is ready and able to function effectively via remote meetings.

Necessary Volunteer Commission/Committee Meetings

The Council has authorized all volunteer commissions and committees to meet remotely as necessary.

COUNCIL ACTION REQUESTED:
Motion Regarding Emergency Operations.

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

Meeting Date Sept.15, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: September 9, 2020
Re: Schedule Work Session

There are a number of topics for discussion at a Council work session. These include a discussion regarding the shared driveway concept for a subdivision that preserves very large lots, including standards and parameters necessary if this concept is to be allowed; accessory buildings on lakefront lots; additional staff assistance for zoning enforcement/complaints; and accessory building size and number on large lots. Also, Council member Ross would like to schedule a tour of Mount Hope Cemetery for the Council to show the substantial additional clearing of buckthorn that has opened up a large area of the Cemetery.

COUNCIL ACTION REQUESTED:

Motion regarding the scheduling of a work session.