



CITY COUNCIL MEETING AGENDA
TUESDAY JANUARY 21, 2025

CITY COUNCIL MEETING TIME: 6:30 PM

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. ****Consent Agenda****

All items listed under Consent Agenda are considered to be routine by Council and will be acted on by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- a. Approval of City Council Minutes from the December 16, 2024, Special City Council Meeting.
- b. Approval of City Council Minutes from the January 7, 2025, Regular City Council Meeting.
- c. Approval of Accounts Payable; (Batch #1 - Checks No. 23342-23376, Batch #2 - Checks No. 23378-23390). (Check #23377 was voided)
- d. Approval of Annual Criminal Prosecution Service Agreement with Carson, Clelland & Schreder.
- e. Maple Plain Fire Department December 2024 and 2024 Year End Reports (for information only).

5. Reports of Boards and Committees by Council and Staff.

6. West Hennepin Public Safety – Director Gary Kroells: Presentation of the December 2024 Activity Report.

7. Annual Fee Schedule Adoption.

- a. **RESOLUTION 24-0121-01** - Annual Fee Schedule Adoption.

8. Signature Authorization of Council Member Ray McCoy.

- b. **RESOLUTION 24-0121-02** – Authorizing Council Member Ray McCoy as Signatory on City Accounts.

9. Open/Misc.

10. Adjourn.

MINUTES OF A SPECIAL MEETING OF
THE INDEPENDENCE CITY COUNCIL
TUESDAY, DECEMBER 16, 2024 – 1:00 P.M.
(West Hennepin Public Safety Conference Room)

1. CALL TO ORDER

Pursuant to due call and notice thereof, a regular meeting of the Independence City Council was called to order by Mayor Johnson at 1:00 p.m.

2. ROLL CALL

PRESENT: Johnson, Betts, McCoy
ABSENT: Spencer, Grotting
STAFF: City Administrator Kaltsas, Administrative Services Director Simon,
Chief Kroells

3. West Hennepin Public Safety

- a. Consider Amendment to Joint Powers Agreement Relating to Renewal Length.

Item came up at last Police Commission of the year. Do we want to change this contract that we talked about it recently to the time limit in the context that Gary turned in his retirement and going out for a new public safety director to get a longer guaranteed contract? Recommendation from Police Commission was initially a 3-year renewal, came to a 5-year initial contract length. We would sign a new contract with 5 years, and auto renewal in 3-year increments. Any city wanting to get out would need to give 3 years notice. At the end of 2 years, they would have to notice to get out of the 5 years. Two items changed and just those two lengths. Paragraph 18 (duration). From 3 to 5 years and then from 1 year to 3 years.

Betts pointed out that it says “Clerk” and should be changed to “Administrator”.

Betts – Did our attorneys looked at this?

Kaltsas – Yes.

Betts – The location and building did change. The way it’s worded, with the property being split, we should add a definition page. If you talk about Police Department, you are talking about the squads, their properties, etc. We understand that, but for others to clarify that it would help.

Kaltsas – In paragraph 17, we weren’t trying to change anything. This agreement was signed in 1995 and amended. We have supplemental agreement in 2002-2005 (offset agreement) that described the real estate, maintenance, etc. We should reference that now that that is in place.

Kroells – There have been some follow up emails from Maple Plain that are valid. 1995 words that are not politically correct now that they were. Police Commission was supposed to get a stronger contract for both cities and the incoming Director can see that there is a strong JPA between both cities. “Chairman” should be “Chairperson”. Let’s move forward but tackle wording in January. Annual review was mentioned, but that could be in the contract of the Director, not JPA. The goal was supposed to be to have a long-term contract between both cities. This was a quick turnaround to get it to both cities.

McCoy – Let’s adopt changes now, and another to direct Police Commission to go through and clean up the wording. Councilmember Betts has valid point on paragraph 17 when they mention RE. When original was drafted, the offices were rented. Now it is owned by the City. Paragraph 17 has not been changed since the original draft.

Kroells – It has not.

Johnson – We have been in 2-3 different locations. I think these should be two different motions. In good faith, we should make something stronger. Main emphasis was that we are hiring a new PSD, and it gives them some confidence that we will be around for a while and will continue. Now is the time to do it. I don’t want to push something through really fast.

McCoy – This is the first time we are going outside to hire somebody.

Johnson – It’s been an issue just hiring for officers. We should have two separate motions.

Betts – clarify the property.

Kaltsas – Good plan. If second motion directs back to Police Commission to clean up, then reference the offset agreement that is in place on January 14th PC.

Johnson – Did Spencer have any concerns?

Kaltsas – No.

Motion by McCoy, seconded by Betts to approve red line version as presented specifically section 18. Ayes: Johnson, Betts, McCoy. Nays: None. Absent: Spencer, Grotting. MOTION DECLARED CARRIED. Approved 3-0

Motion by Johnson, seconded by Betts for Police Commission to review the terms of the agreement and for the Administrators to consider bringing back a draft of those changes that could be considered as an Addendum to the JPA at a future meeting. Ayes: Johnson, Betts, McCoy. Nays: None. Absent: Spencer, Grotting. MOTION DECLARED CARRIED. Approved 3-0

4. Adjourn.

Motion by McCoy, second by Betts to adjourn the meeting at 1:17pm. Ayes: Johnson, McCoy, and Betts. Nays: None. Absent: Spencer, Grotting. None. Abstain. None. MOTION DECLARED CARRIED. 3-0

Meeting adjourned at 7:09 pm.

Respectfully Submitted,
Amber Simon/ Recording Secretary

MINUTES OF A REGULAR MEETING OF
THE INDEPENDENCE CITY COUNCIL
TUESDAY, JANUARY 7, 2024 – 6:30 P.M.
City Hall Chambers

1. CALL TO ORDER

Pursuant to due call and notice thereof, a regular meeting of the Independence City Council was called to order by Mayor Johnson at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE.

Mayor Johnson led the group in the Pledge of Allegiance.

3. ROLL CALL

PRESENT: Johnson, Spencer, Grotting, Betts, McCoy

ABSENT: None

STAFF: City Administrator Kaltsas, Administrative Services Director Simon

VISITORS: See Sign-in sheet.

4. ****CONSENT AGENDA****

All items listed under Consent Agenda are considered to be routine by Council and will be acted on by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- a. Approval of City Council Minutes from the December 3, 2024, Truth in Taxation Meeting.
- b. Approval of City Council Minutes from the December 3, 2024, Regular City Council Meeting.

Motion by Spencer, seconded by Betts to approve the December 3, 2024, Truth in Taxation City Council Meeting Minutes. Ayes: Johnson, Spencer, Grotting, Betts, and McCoy. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 5-0

Motion by Spencer, seconded by McCoy to approve the December 3, 2024, Regular City Council Meeting Minutes with changes. Ayes: Johnson, Spencer, Grotting, Betts, and McCoy. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 5-0

5. Resignation of Brad Spencer as City Council Member.

Mayor Johnson read Brad Spencer's letter of resignation as Councilmember effective January 7, 2025, in order to be sworn in as Mayor.

Motion by McCoy, seconded by Betts to accept Brad Spencer's resignation as City Councilman to be sworn in as Mayor. Ayes: Johnson, Spencer, Grotting, Betts, and McCoy. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 5-0

Marvin and McCoy thanked Spencer for his years of service to the residents as Councilmember.

6. Swearing in of Newly Elected Mayor Spencer and Council Members McCoy and Grotting.

Simon swore in Spencer as Mayor. Johnson praised Spencer for his good example for his public service and welcomed him as the 5th Mayor of Independence. Marvin Johnson exited the dais and Mayor Brad Spencer took Mayor seat. Simon swore in McCoy and Spencer as Council Members.

7. Proclamation and Appointment of Marvin Johnson as the City of Independence - Mayor Emeritus.

- a. **PROCLAMATION** – Honoring Mayor Marvin Johnson.
Mayor Spencer read the following proclamation.

WHEREAS, Marvin D. Johnson, born May 2, 1935, is a lifelong resident of Independence, Minnesota; and

WHEREAS, Marvin began his long history of public service upon his appointment to the vacant position of City Councilmember Clinton Bergman in 1976 by the then Mayor and Council of the City of Independence, Minnesota; and

WHEREAS, Marvin was elected to his initial 2-year term as Mayor for the City of Independence, Minnesota in the November 6, 1979 election; and

WHEREAS, Marvin has continued to serve as his community's elected Mayor without interruption from his swearing in on December 27, 1979 until this day, January 7, 2025, an impressive series of consecutive terms totaling more than 45 years; and

WHEREAS, Marvin's exceptional and unparalleled history of Community and Civic service, far exceeding the requirements of the elected position of Mayor, as documented by his being awarded the C.C. Ludwig award for Leadership by the League of Minnesota Cities in 2013; and

WHEREAS, Marvin has consistently demonstrated his generosity and compassion for all of his fellow citizens; and

WHEREAS, Marvin has always been available, willing and able to work with his fellow Councilmembers, City staff, First Responders, and representatives of all manner of public officials with the sole objective of making our community a better place to live; and

WHEREAS, in addition to his service as Mayor, Marvin has continued to serve on such a vast array of Boards, Committees and Commissions that they are far too numerous to attempt to list here; and

WHEREAS, Acknowledging Marvin’s displayed personal dedication and objectivity, with which he has led his community with strength and integrity, an example that should serve as a model for us all.

NOW, THEREFORE, on behalf of the City of Independence and staff, I Mayor Brad Spencer, take immense pride in honoring Marvin D. Johnson for his selfless service to his community.

BE IT FURTHER PROCLAIMED, that Marvin D. Johnson be hereby granted the official Title of Mayor Emeritus for the City of Independence to encourage and support Marvin to maintain association with the City and with any of the Boards, Committees, or Commissions that he wishes as an official representative of the City of Independence.

Proclaimed on this 7th day of January 2025

Mayor Emeritus Johnson - I don't know where the time went, but it went. It's far different than when I started on the Council. It's been a pleasure, and I'm glad I had the opportunity to serve the City of Independence. The chambers are much nicer now than when I'd started. It was a cold building when we'd get there in the wintertime. Thank you for your kind remarks, and I'll hopefully be around for a while. Thank you.

**** Mayor Spencer announces a brief recess for celebratory refreshments, and the meeting was reconvened at 6:59pm. ****

b. **RESOLUTION No. 25-0107-01** – Appointment of Marvin Johnson to Mayor Emeritus.

Motion by Spencer, seconded by Grotting to approve RESOLUTION 25-0107-01 appointing Marvin Johnson as Mayor Emeritus of the City of Independence, MN. Ayes: Spencer, Grotting, Betts, and McCoy. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 4-0

The city will pay a per diem to cover Marvin’s costs of going to meetings. The City of Burnsville has also previously done this. This gives Marvin the opportunity to attend on our behalf as he chooses. We ask that he updates us where the City should also participate.

8. Annual City Council Appointments.

a. **RESOLUTION No. 25-0107-02** - Annual Organizational Appointments.

b. **RESOLUTION No. 25-0107-03** - Approval of Planning Commission Reappointments for Robert Gardner, Hal Tearse and Jon-Paul Story.

There are a couple of open spots. The Council added Grotting as the Planning Commission and Public Works Liaison and McCoy as the Acting Mayor and the second authorized signer to the packet's 2025 Council Appointments list. All are welcome to attend meetings if they wish.

Motion by McCoy, seconded by Betts to approve RESOLUTION 25-0107-02 approving the 2025 Council Appointments as printed with the three additions as mentioned. Ayes: Spencer, Grotting, Betts, and McCoy. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 4-0

Kaltsas- All three Planning Commission Members would like to continue to serve another 3-year term: Gardner and Tarse as Commissioners and Story as an Alternate.

Motion by McCoy, seconded by Grotting to approve RESOLUTION 25-0107-03 for the reappointment of Planning Commission members for their 3-year terms. Ayes: Spencer, Grotting, Betts, and McCoy. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 4-0

9. Kim Jacobsen (Applicant/Owner) is requesting the following action for the property located at 5305 Sunset Ln. (PID No. 01-118-24-31-0004) in the City of Independence, MN.

- a. **RESOLUTION No. 25-0107-04** – Considering approval of conditional use permit to allow an accessory dwelling unit (ADU) to be constructed on the property.

Kaltsas recapped the Applicant's Request, Property/Site Information, and Recommendation and Discussion from the packet for the conditional use permit allowing an accessory dwelling unit/ ADU at 5305 Sunset Ln. A new detached building with ADU within it. It's a mostly wooded property, zoned RR with shoreland overlay, guided as RR, and on approximately 4.5 acres. The ADU meets applicable standards of the City, meets maximum size, must be subordinate to principal structure, and be architecturally compatible. The new structure would be the ADU and additional storage space and workshop. Their property could be subdivided based on our standards, but owners are not looking to split it currently. They want to live in the ADU at some point and give the principal structure to their kids someday. It would have full living quarters. Storage, garage, and mechanical space does not count towards the sqft of an ADU. The Planning Commission discussed 1195 sqft max and theirs is 1199 sqft, so owners would need to reduce its size. They would have to reduce sqft of accessory building by 200 sqft. The Ordinary High-Water Level was questioned with the setback of accessory structure. I believe it meets the 60ft setback from OHWL, but it needs to be shown that on final plan. There wasn't any additional comment, and a Public Hearing was held. Planning Commission discussed the need to reduce the ADU's size by 4sqft and total accessory sqft by 200 sqft, and to show 60ft setback to the OHWL. This property feels and looks like a second home, and it could be subdivided with frontage. Owners are locating it in a manner that allows for it to be subdivided down the road and to have its highest value. They could possibly get 2 or maybe 3 lots at some point.

The Owner, Kaltsas, and Council discussed which buildings could remain or must be removed and having the Surveyor correctly draw the OHWL mark on the plans. Spencer thought it was at

979.9.

Owner – ADU of 120sqft or less are exempt from sqft. Such as the shed and boat house. Main point is the extra 200sqft overall. That it should not be figured in.

Spencer – We will be looking into that.

Kaltsas- bath house and small cabin (10x12' cabin)

Spencer – Have Surveyors draw it to the OHWL at 979.9

Motion by Betts, seconded by McCoy to approve RESOLUTION 25-0107-05 and eliminating the condition relative to the reduction of overall accessory structure footage by 200 or 204? square footage. Ayes: Spencer, Grotting, Betts, and McCoy. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 4-0

10. Joel Loomis (Applicant/Owner) is requesting the following action for the property located at 2112 CSAH 92 N. (PID No. 21-118-24-23-0001) in the City of Independence, MN.

- a. **RESOLUTION No. 25-0107-05** – Considering approval of a conditional use permit to allow an accessory dwelling unit (ADU) to be located within the existing accessory structure on the property.

Kaltsas recapped the Applicant's Request, Property/Site Information, and Recommendation and Discussion from the packet for the conditional use permit allowing an accessory dwelling unit/ADU at property which is 79.55 acres, zoned Agriculture / AG, and guided as AG. The Applicant asked what they can do to put on an addition to existing farmhouse. There are 2 existing homes on this property prior to ordinance stating only one home is allowed. Two lawful nonconforming homes. They can't be expanded without bringing criteria requirements into the current ordinance. They are looking to make the other home into an accessory dwelling unit/ADU. In the future they may have a family member to live in the other home with second unit. The first house is set up as 2-bedroom house 1,050sqft. The Lower level has been converted, and has less than 7ft ceilings, storage, walkout, and mechanical area as almost an old cellar look that is approximately 600sqft in size. If you took all its square footage, it would exceed max for an ADU. They would be willing to separate out the basement or just use the upper level and basement as storage and even install a door to separate the two. The addition on existing farmhouse would increase to 6,000 sqft. With that addition the maximum sqft for the ADU would be 1,052 sqft. The Planning Commission noted the nuance of separation and noted this is a unique situation with not many properties having 2 homes on a property. In administration of the ordinance, that if we do grant a conditional use permit/ CUP, the City can have more oversight to make sure it continues to function as a single-family residence with an ADU for family members and PC noted that it sits like an ADU and made recommendations for its approval. following requirements.

McCoy appreciated keeping the old house and remodeling. There's not many of those left anymore. Spencer agreed that it looks straightforward.

Motion by McCoy, seconded by Grotting to approve Resolution 25-0107-05. Ayes: Spencer, Grotting, Betts, and McCoy. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 4-0

11. Approval of Accounts Payable; (Batch #1 - Checks No. 23291-23313, Batch #2 - Checks No. 23314-23323, Batch #3 - Checks No. 23324-23334 and Batch #4 - Checks No. 23335-23341).

Motion by Betts, seconded by Grotting to approve the Accounts Payables. Ayes: Spencer, Grotting, Betts, and McCoy. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 4-0

12. Reports of Boards and Committees by Council and Staff.

Betts attended the following meetings:

- None

Spencer attended the following meetings:

- Planning
- County Assessor
- Truth in Taxation

McCoy attended the following meetings:

- View Santa

Spencer attended the following meetings:

- View Santa 12/7
- Maple Plain Fire Dept. Finances Mtg 12/10
- Planning Commission 12/10
- Northwest League of Cities 12/11
- Public Works Interviews 12/12
- LMCC Zoom – Midco 12/18
- Hwy 12 Safety Coalition 1/2/25
- Kristin Robbins 1/3
- Maple Plain Council, Mayor / New Fire Fighter swearing in, Adam 1/6

Simon – None

Kaltsas – None

13. Open/Misc.

14. Adjourn.

Motion by Betts, second by McCoy to adjourn the meeting at 7:31pm. Ayes: Spencer, Grotting, Betts, and McCoy. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 4-0

Meeting adjourned at 7:31 pm.

Respectfully Submitted,
Linda Johnson/ Recording Secretary

CITY OF INDEPENDENCE

01/09/25 2:02 PM

Page 1

*Check Detail Register©

Batch: 010825AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Bank of Maple Plain					
23342	01/08/25	ABDO			
E 100-41500-305		CPA FEES	\$800.00	499805	Payroll Preparation - Dec 2024
E 100-41500-305		CPA FEES	\$60.00	499805	ADP Paper Delivery Fee
E 100-41500-305		CPA FEES	\$1,650.00	499805	HR/Payroll Consulting - Dec 2024
		Total	\$2,510.00		
23343	01/08/25	ABDO FINANCIAL SOLUTIONS			
E 100-41500-305		CPA FEES	\$7,015.00	500269	Finance Management Services - Jan 2025
		Total	\$7,015.00		
23344	01/08/25	BOND TRUST SERVICES CORP.			
E 602-49450-611		INTEREST EXPENSE (Lo	\$2,380.00	91733	2010A Interest Bond Payment - Feb 2025
E 602-49450-601		BOND PRINCIPAL	\$70,000.00	91733	2010A Principal Bond Payment
E 314-47000-611		INTEREST EXPENSE (Lo	\$3,656.25	91734	2015A Interest Bond Pyament
E 314-47000-601		BOND PRINCIPAL	\$160,000.00	91734	2015A Principal Bond Payment
E 602-49450-620		AGENCY FEES	\$100.00	92980	2010A Paying Agent Fee
E 314-47000-620		AGENCY FEES	\$100.00	92981	2015A Paying Agent Fee
		Total	\$236,236.25		
23345	01/08/25	CARSON CLELLAND & SCHREDER			
E 100-41600-306		PROSECUTION (C&C)	\$1,112.60	6785	Criminal Matters - Dec 2024
		Total	\$1,112.60		
23346	01/08/25	CENTERPOINT ENERGY			
E 100-41940-380		ELECTRIC & GAS UTILIT	\$27.31	274-1 12.20.2 4933 S Lakeshore Dr 12153274-1	
E 100-41940-380		ELECTRIC & GAS UTILIT	\$650.66	544-6 12.20.2 City Hall Gas 5489544-6	
E 100-41940-380		ELECTRIC & GAS UTILIT	\$1,287.42	712-3 12.20.2 1916 County Rd 90 5501712-3	
		Total	\$1,965.39		
23347	01/08/25	CINTAS CORP			
E 100-41500-200		OFFICE SUPPLIES	\$31.07	5247567509	Supplies
E 100-43100-210		OPERATING SUPPLIES/	\$22.95	5247567509	Supplies
		Total	\$54.02		
23348	01/08/25	COUNTRYSIDE HEATING & COOLING			
E 100-43100-220		MAINT.&REPAIR SUPPLI	\$6,914.00	46631505	RTU Repairs
		Total	\$6,914.00		
23349	01/08/25	Culligan			
E 100-41500-560		CAPITAL OUTLAY (OFFI	\$19.10	114X0087310	Bottled Water Equipment Rental
E 100-41500-560		CAPITAL OUTLAY (OFFI	\$21.90	114X0087310	5 Gallon Premium Water
		Total	\$41.00		
23350	01/08/25	ECSI			
E 100-41940-401		MAINT.&REPAIR BLD CO	\$298.00	24120808	Service Call: Bosch Communicator
		Total	\$298.00		
23351	01/08/25	FIVE TECHNOLOGY			
E 100-41500-325		IT CONSULTING	\$135.00	10125-13	Monthly Managed Service Fee: Jan 2025

CITY OF INDEPENDENCE

01/09/25 2:02 PM

Page 2

***Check Detail Register©**

Batch: 010825AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$135.00		
23352	01/08/25	GARYS DIESEL SHOP			
E 100-43100-220		MAINT.&REPAIR SUPPLI	\$966.58	1-51708	2013 Freightliner - Repair Coolant Leak
Total			\$966.58		
23353	01/08/25	GOPHER STATE ONE-CALL			
E 100-43100-420		GOPHER STATE ONE-C	\$14.85	4120492	Email Tickets - Dec 2024
Total			\$14.85		
23354	01/08/25	HAKANSON ANDERSON ASSOC. INC.			
G 430-20469		Escrow - Otten	\$605.50	54357	Otten
G 430-20479		Escrow - Kindseth	\$124.00	54357	Kindseth
G 430-20485		Escrow - Moorhouse	\$62.00	54357	Moorhouse
E 200-41920-320		WATER RESOURCE STA	\$1,095.55	54357	Miscellaneous Water Resources
E 200-41920-320		WATER RESOURCE STA	\$1,299.00	54358	SWAPP Management
G 430-20440		Escrow - Stoddard	\$93.00	54370	Stoddard
Total			\$3,279.05		
23355	01/08/25	HEALTHPARTNERS NW3600			
G 100-21750		MEDICA HEALTH INSUR	\$1,099.97	39154711203	Health Insurance - Feb 2025
E 100-43100-131		CITY PAID BENEFIT ALL	\$1,939.61	39154711203	Health Insurance - Feb 2025 PW
E 602-49450-131		CITY PAID BENEFIT ALL	\$1,648.39	39154711203	Health Insurance - Feb 2025 Sewer
E 100-41500-131		CITY PAID BENEFIT ALL	\$3,665.58	39154711203	Health Insurance - Feb 2025 Admin
E 100-42400-131		CITY PAID BENEFIT ALL	\$1,396.90	39154711203	Health Insurance - Feb 2025 Bldg
Total			\$9,750.45		
23356	01/08/25	HENNEPIN COUNTY ELECTIONS			
E 100-41410-210		OPERATING SUPPLIES/	\$444.02	24IND	2024 Election Items
Total			\$444.02		
23357	01/08/25	Khristina Oestmann			
E 602-49450-405		MISCELLANEOUS	\$1,500.00	01.08.25	Del Sewer Bill Refund
Total			\$1,500.00		
23358	01/08/25	LEAGUE OF MN CITIES			
E 100-41500-433		DUES & SUBSCRIPTION	\$5,085.00	419386	Membership Dues: Jan 2025-Dec 2025
Total			\$5,085.00		
23359	01/08/25	MARVIN JOHNSON			
E 100-41000-331		CONFERENCE & TRAVE	\$158.12	12.12.24	Mileage Reimbursement for Misc Meetings - 2024
Total			\$158.12		
23360	01/08/25	METRO SALES INC			
E 100-41500-350		PRINTING & PUBLICATI	\$297.57	INV2671313	Printer Usage 09/29/24-12/28/24
Total			\$297.57		
23361	01/08/25	METROPOLITAN COUNCIL - WWS			
E 602-49450-414		METRO COUNCIL-ENVIR	\$5,248.29	1181380	Waste Water Services - Feb 2025
Total			\$5,248.29		
23362	01/08/25	NORTHLAND TRUST SERVICES INC			

CITY OF INDEPENDENCE

01/09/25 2:02 PM

Page 3

*Check Detail Register©

Batch: 010825AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 315-47000-611		INTEREST EXPENSE (Lo	\$39,446.25	12.13.24	2020A Interest Bond Payment
E 315-47000-601		BOND PRINCIPAL	\$40,000.00	12.13.24	2020A Principal Bond Payment
		Total	\$79,446.25		
23363	01/08/25	ORKIN INC.			
E 100-41940-401		MAINT.&REPAIR BLD CO	\$300.00	12.31.24	275746808 - Monthly Equipment
E 100-41940-401		MAINT.&REPAIR BLD CO	\$107.00	12.31.24	273592222 - Pest Control - Jan 2025
		Total	\$407.00		
23364	01/08/25	PIONEER-SARAH CREEK WMO			
E 200-41920-309		PIONEER-SARAH WATE	\$38,599.04	251	2025 Member Operating Assessment
E 200-41920-309		PIONEER-SARAH WATE	\$10,293.08	251	2025 Member CIP Assessment
		Total	\$48,892.12		
23365	01/08/25	QUILL CORP.			
E 100-41500-200		OFFICE SUPPLIES	\$71.98	41915903	Supplies
		Total	\$71.98		
23366	01/08/25	RELIANCE STANDARD			
E 100-43100-131		CITY PAID BENEFIT ALL	\$25.18	12.17.24	LT Disability 01/01/25-01/31/25
E 602-49450-131		CITY PAID BENEFIT ALL	\$29.41	12.17.24	LT Disability 01/01/25-01/31/25
E 100-43100-131		CITY PAID BENEFIT ALL	(\$28.52)	12.17.24	Refund
		Total	\$26.07		
23367	01/08/25	REPUBLIC SERVICES, INC			
E 100-43200-383		RECYCLING EXPENSES	\$7,887.00	0894-006962	Recycling Services 12/01-12/31
		Total	\$7,887.00		
23368	01/08/25	SEPTIC CHECK			
E 602-49450-405		MISCELLANEOUS	\$550.00	43402093	Commercial Contract Maintenance-Serviced 12/23/24
		Total	\$550.00		
23369	01/08/25	SIMON, AMBER			
E 100-41500-321		COMMUNICATIONS (TEL	\$75.76	01.02.25	Jan 2025 Phone
		Total	\$75.76		
23370	01/08/25	STANDARD INSURANCE COMPANY			
E 100-43100-131		CITY PAID BENEFIT ALL	\$49.57	12.17.24	Life Ins - Jan 2025 PW
E 602-49450-131		CITY PAID BENEFIT ALL	\$39.96	12.17.24	Life Ins - Jan 2025 Sewer
E 100-41500-131		CITY PAID BENEFIT ALL	\$65.40	12.17.24	Life Ins - Jan 2025 Admin
E 100-42400-131		CITY PAID BENEFIT ALL	\$66.55	12.17.24	Life Ins - Jan 2025 Bldg
		Total	\$221.48		
23371	01/08/25	TERRAMARK			
E 100-41500-302		ADMINISTRATION CONS	\$12,965.40	0001-2025	Professional Administrative Services: Jan 2025
E 100-41900-307		PLANNER CONTRACT	\$3,482.14	0001-2025	Professional Planning Services: Jan 2025
		Total	\$16,447.54		
23372	01/08/25	U.S. Bank Equipment Finance			
E 100-41500-602		LEASE/PURCHASE (COP	\$215.00	545450454	Contract Payment - Jan 2025

CITY OF INDEPENDENCE

01/09/25 2:02 PM

Page 4

***Check Detail Register©**

Batch: 010825AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$215.00		
23373	01/08/25	US BANK			
E 100-41500-433		DUES & SUBSCRIPTION	\$47.06	12.11.24 060	1361 - Paypal
E 100-41500-200		OFFICE SUPPLIES	\$107.44	12.11.24 060	1361 - Amazon
E 100-42400-433		DUES & SUBSCRIPTION	\$170.00	12.11.24 060	8133 - INT'L Code Council
E 100-41500-433		DUES & SUBSCRIPTION	\$422.42	12.11.24 060	8851 - MSFT
E 100-42400-200		OFFICE SUPPLIES	\$11.04	12.11.24 060	8851 - Amazon
E 100-41000-331		CONFERENCE & TRAVE	\$350.00	12.11.24 060	8851 - League of MN Cities
E 100-41500-200		OFFICE SUPPLIES	\$395.61	12.11.24 060	8851 - DLX for Small Businesses
E 100-41500-200		OFFICE SUPPLIES	\$12.45	12.11.24 060	8851 - Amazon
E 100-41500-350		PRINTING & PUBLICATI	\$63.13	12.11.24 060	8851 - Indeed
E 100-41500-405		MISCELLANEOUS	\$445.70	12.11.24 060	8851 - Costco/Coborns
E 100-41500-200		OFFICE SUPPLIES	\$157.08	12.11.24 060	8851 - Etsy
E 100-43100-405		MISCELLANEOUS	\$77.05	12.11.24 060	8851 - Amazon
E 100-41500-405		MISCELLANEOUS	(\$101.68)	12.11.24 060	Rebate Credit
Total			\$2,157.30		
23374	01/08/25	West Suburban Fire District			
E 100-42000-450		FIRE PROTECTION	\$32,419.35	1-Feb	1st Qtr Fire Protection - 2025
Total			\$32,419.35		
23375	01/08/25	WRIGHT HENNEPIN ELECTRIC			
E 602-49450-404		MAINT.&REPAIR EQUIP.(\$835.35	1574957	Lift Station #50-Security Install
E 100-43100-381		STREET LIGHTING	\$34.50	35031811543	2500 County Rd 92 Street
E 602-49450-380		ELECTRIC & GAS UTILIT	\$20.78	35031811543	2930 Lake Sarah Rd Street
Total			\$890.63		
23376	01/08/25	XCEL ENERGY			
E 100-41940-380		ELECTRIC & GAS UTILIT	\$11.14	907762340	51-8242615-3 4870 Perkinsville Rd
E 602-49450-380		ELECTRIC & GAS UTILIT	\$55.42	907865833	51-0014686885-4 Lift Station 4933 S Lakeshore Dr
G 100-11510		WHPS AR	\$650.10	908255789	51-4898907-1 WHPS
E 100-41940-380		ELECTRIC & GAS UTILIT	\$28.71	908255789	51-4898907-1 Auto Protective Lights
E 100-41940-380		ELECTRIC & GAS UTILIT	\$525.08	908255789	51-4898907-1 City Offices
E 100-43100-380		ELECTRIC & GAS UTILIT	\$648.65	908255789	51-4898907-1 Public Works Bldg
Total			\$1,919.10		
10100			\$474,651.77		

Fund Summary

10100 Bank of Maple Plain

100 GENERAL FUND	\$96,870.50
200 WATER RESOURCE DEVELOPMENT	\$51,286.67
314 2015A- GO BOND	\$163,756.25
315 2020A-GO Bond	\$79,446.25
430 CITY PROJECTS AGENCY FUND	\$884.50
602 SEWER FUND	\$82,407.60
	\$474,651.77

CITY OF INDEPENDENCE

01/15/25 2:39 PM

Page 1

***Check Detail Register©**

Batch: 011525AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Bank of Maple Plain					
23378	01/15/25	AIM FIRE & SAFETY INC			
E 100-43100-223		MAINT.& REPAIR SUPPL	\$172.50	29750	Fire Extinguisher Maintenance
E 100-43100-223		MAINT.& REPAIR SUPPL	\$107.50	29751	Fire Extinguisher Maintenance
E 100-43100-223		MAINT.& REPAIR SUPPL	\$40.00	29752	Fire Extinguisher Maintenance
		Total	\$320.00		
23379	01/15/25	BOLTON & MENK, INC			
G 430-20443		Escrow - Bridgevine	\$10,640.00	0353736	Bridgevine
G 430-20448		Escrow - Hilltop	\$95.50	0353737	Hilltop Prairie
		Total	\$10,735.50		
23380	01/15/25	ECM Publishers			
G 430-20440		Escrow - Stoddard	\$20.13	1031325	Stoddard
G 430-20495		Escrow - Bren	\$20.12	1031325	Bren
G 430-20440		Escrow - Stoddard	\$30.10	1031519	Stoddard
G 430-20495		Escrow - Bren	\$30.10	1031519	Bren
		Total	\$100.45		
23381	01/15/25	ELEMENT TECHNOLOGIES, LLC			
E 100-41500-325		IT CONSULTING	\$1,408.81	SLA78355	Monthly Billing for Jan 2025
		Total	\$1,408.81		
23382	01/15/25	FLAGPOLE FARM			
E 401-41940-580		CAPITAL OUTLAY (BUIL	\$134.95	SX49809	Flags
		Total	\$134.95		
23383	01/15/25	HENNEPIN COUNTY - PROPERTY TAX			
E 100-41940-405		MISCELLANEOUS	\$0.96	01.15.25	Property ID # 24-118-24 11 0041
		Total	\$0.96		
23384	01/15/25	Hennepin County Treasurer			
E 100-41500-350		PRINTING & PUBLICATI	\$557.32	01.08.25	2024-2025 TNT Notices
		Total	\$557.32		
23385	01/15/25	HENNEPIN CTY. SHERIFF'S OFFICE			
E 100-43100-321		COMMUNICATIONS (TEL	\$162.54	1000237636	Radio Fleet Fee 12/01/24-12/31/24
E 100-43100-321		COMMUNICATIONS (TEL	\$4.14	1000237636	Radio MESB Fee 12/01/24-12/31/24
E 100-42000-442		PRISONER BOOKING	\$26.04	1000237805	Jail Pre Diem - Dec 2024
		Total	\$192.72		
23386	01/15/25	KENNEDY & GRAVEN			
G 430-20490		Escrow - Pelowski	\$110.00	185703	Pelowski
G 430-20402		Escrow - Windsong	\$110.00	185703	Windsong
E 100-41600-304		CIVIL, LEGAL (K&G)	\$570.00	185703	Dec 2024 Council Meeting
E 100-41600-304		CIVIL, LEGAL (K&G)	\$380.00	185703	2019 and Beyond
		Total	\$1,170.00		
23387	01/15/25	NORTHLAND SECURITIES, INC			
E 100-41600-304		CIVIL, LEGAL (K&G)	\$550.00	INV-1209	Annl Dissemination Agent Fee for 2024

CITY OF INDEPENDENCE

01/15/25 2:39 PM

Page 2

***Check Detail Register©**

Batch: 011525AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$550.00		
23388	01/15/25	REPUBLIC SERVICES, INC			
E 100-43200-383		RECYCLING EXPENSES	\$62.52	0894-006968	0998-Waste Services 01/01/25-01/31/25
Total			\$62.52		
23389	01/15/25	WM Corporate Services Inc			
E 100-41940-384		GARBAGE PICK-UP	\$366.49	8025704-159	Dumpster Service 01/01/25-01/31/25
E 100-41940-384		GARBAGE PICK-UP	\$370.00	8025704-159	Dec 2024 Overage Charge
Total			\$736.49		
23390	01/15/25	XCEL ENERGY			
E 100-41940-380		ELECTRIC & GAS UTILIT	\$66.35	909282172	51-4685099-9 Street Lighting
Total			\$66.35		
10100			\$16,036.07		

Fund Summary

10100 Bank of Maple Plain

100 GENERAL FUND	\$4,845.17
401 BUILDINGS CAPITAL IMPRMT FUND	\$134.95
430 CITY PROJECTS AGENCY FUND	\$11,055.95
	\$16,036.07

ENGAGEMENT LETTER

The Law Firm of Carson, Clelland & Schreder agrees to represent the City of Independence for municipal prosecution services in 2025.

Criminal prosecution services include the prosecution of petty misdemeanors, misdemeanors and gross misdemeanors as they occur; review and preparation of criminal complaints and consultation and advice with officers and police administration. The prosecution services include vehicle forfeitures. The prosecution services are billed at \$100.00 per hour for attorney, \$75.00 per hour for law clerk, and \$40.00 per hour for legal assistant.

Sincerely,



John J. Thames
on behalf of Carson, Clelland & Schreder

APPROVED BY CITY OF INDEPENDENCE

By: _____
Its Mayor

By: _____
Its Administrator



Maple Plain Fire Department

Fire Chief's Report

December 2024

Maple Plain Fire Department – Chief Rick Denneson

Vision as Fire Chief

To build an organizational structure that provides unity, compassion, necessary tools, equipment, training, and leadership for firefighters to be successful when in action.

Calls Year to Date December 31st – report #857 & #553

In December, we responded to 39 calls for service.

- 33 EMS & Rescue calls
- 2 Motor Vehicle Crashes
- 2 Fire calls, a car fire and a grass fire call
- 1 good intent call for smoke / odor removal
- 1 wire down call

Where these calls are occurring – report #384

Independence – 4 calls

Maple Plain – 34 calls

Medina – 0 calls

Three Rivers Parks – 0 calls

Mutual Aid – 1 call to West Suburban Fire District in the City of Corcoran

We did not request mutual aid for any calls this month.

Training Update

December was a light training month as we had our department Christmas party on the 2nd, did our truck checks on the 9th and had both the 23rd and 30th off for the holidays.

Equipment Update

We have been discussing the upgrade of the fire department Tahoe Chief's Car. I found out that Minnetonka Fire Department is replacing a 2015 Tahoe and will be selling it. I spoke with Deputy Chief Metzker of Minnetonka who said that they would be willing to sell it to us. It has 50,000 miles on it and would come with all the emergency lighting on it. We would just have to have our decals put on it and our radio / computer installed into it. It will be available late January / early February.

Station Facility

2 bids were received for replacing the lighting fixtures inside the fire station. These bids were submitted to Administrator Kolander to make a decision on going forward with the job. There is a large rebate that is accessible for the work and an energy audit showed that there is a 5 year payback time for the equipment replacement based on the energy savings we will have.

Personnel

We have 4 line officers – 2 Captains and 2 Lieutenants. All officers except for Captain Jay McCoy sent in letters of interest to continue as officers. Captain McCoy sent me a letter stating that he would be stepping down to spend more time at home with family but will be continuing to be a firefighter. I thanked him for his service and leadership.

Firefighter Holden Mohs put in a letter of interest and after an interview process was selected to be a Lieutenant. I have promoted Joe Doyle from Lieutenant to Captain to take McCoy's place and Holden into the open Lt. position.

Merger with West Suburban Fire District

On Monday December 9th, Troy Denneson and I met with the WSFD board including Chief Leuer. We brought a requested report from PERA that the WSFD board had asked us to obtain to show what their PERA fund would look like for 5 years from 2025 to 2030 if the 2 departments would combine and if it would maintain their goals of being at least 125% funded and at 7500.00 per year of service. PERA produced the report for us which showed that the goals would be maintained easily.

On Thursday December 12th, Chief Leuer and I met together and discussed some budget, CIP, fire department assets such as trucks and the station and next steps. We agreed that we need to get our group of firefighters back together to continue our meetings moving forward with the process.



Maple Plain Fire Department

Fire Chief's Report

Year End 2024

Maple Plain Fire Department – Chief Rick Denneson

Vision as Fire Chief

To build an organizational structure that provides unity, compassion, necessary tools, equipment, training, and leadership for firefighters to be successful when in action.

Calls in 2024 – report #857 & #553

The year 2024 was the busiest year in the history of the Maple Plain Fire Department, logging 370 calls for service. This is up from 347 calls in 2023 and 343 calls in 2022.

- 228 EMS & Rescue calls
- 13 Motor Vehicle Crashes
- 34 Fire calls, a car fire and a grass fire call
- 36 Hazardous type calls – Gas spill, power line down
- 5 good intent call for smoke / odor removal
- 45 Alarm calls
- 9 Misc calls for service

Where these calls are occurring – report #384

Independence – 103 calls

Maple Plain – 205 calls

Medina – 14 calls

Three Rivers Parks – 10 calls

Mutual Aid Given – 38 calls

Mutual Aid Received – 2 calls – Lake Haughey Rd house fire (10 agencies), Manchester Dr house fire (3 agencies)

Hours of service – report #1676 & #1848

Training hours – 1102

Personnel hours – 1505 (meetings, public relations events, work details)

City of Independence call hours – 908

City of Maple Plain call hours – 1542

City of Medina call hours – 106

Three Rivers Park call hours – 63

Training

During the year in training, we completed our annual required training which is mandated by OSHA and other regulatory agencies. Training like: Haz-Mat operations, confined space rescue, blood borne pathogens, employee right to know, EMR, and other required trainings. We also concentrated on our

basics of fire fighting with driving, ladders, fire pumper and tanker training, hooking to hydrants and drafting water. We did auto extrication, rope rescue, car fires, and vehicle stabilization.

Equipment

We saw the end of an era as our DNR acquired Humvee truck finished its service with the MPFD and was sent back. We purchased a Polaris UTV truck to replace it and set it up as a grass rig / off road rescue unit.

Station Facility

In 2024, we connected with a generator maintenance company who got our station generator up and operational after a long down time. We also had an energy audit done on our interior lighting and received quotes for lighting upgrade. Upgrades will be executed in 2025.

Personnel

At the end of 2023, we said goodbye to Nate Scott who retire from the MPFD. In April, firefighter Cory Schultz resigned from the department after having moved out of the area. In December, Cooper Tokar also resigned from the department as he moved out of the area.

We did take in 2 applications at the end of the year, and they are in process for interviews in January.

Merger with West Suburban Fire District

We have had several meetings on different levels with the WSFD as we discussed a merger of the fire departments. MPFD members selected by myself met in a small group committee to learn about the WSFD and work out operational issues for the merger. Information was exchanged regarding pensions and what would happen with the MPFD pension and how members coming into WSFD would affect their pension.

Chief Leuer and board members attended a MPFD Fire Commission meeting the end of September so that each entity could meet each other and WSFD could hear the level of commitment by the fire commission to this merger. Talks are continuing to move things forward in continued meeting in December.

Year Highlights – things that we did in the community beyond fire calls

- MPFD retirement / awards dinner
- Party In the Park
- All members' wellness check with Dr. Gavian
- Haven Homes – Employee fire extinguisher skills
- Haven Homes bus dedication
- Battle of the badges
- Discovery touch a truck vehicle fair
- Orono School homecoming parade
- MPFD birthday party
- Baker Park boo event in the park
- 2 trunk or treat events
- Several fire prevention school events
- View Santa

Date: January 8th, 2025

To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members

From: Director Gary Kroells

SUBJECT: DECEMBER 2024 ACTIVITY REPORT



The purpose of this report is to give the reader a quick overview of the activities of the Public Safety Department each month. It also compares monthly and year-to-date information to the reader.

The report is broken down into five categories, as defined by the Criminal Justice Reporting System.

CRIMINAL-- Criminal is broken down into Part I and Part II crimes.

Part I includes crimes against persons versus crimes against property; criminal homicide, forcible rape, robbery assault, aggravated assault, burglary -breaking or entering, larceny-theft, larceny analysis, motor vehicle theft and arson.

Part II includes other assaults, forgery and counterfeiting, fraud, embezzlement, stolen property, buying, receiving, possession; vandalism, weapons, carrying, possessing, etc.; prostitution and commercialized vice, sex offenses; drug abuse violations, gambling, offenses against the family and children, driving under the influence, liquor laws, drunkenness, disorderly conduct, vagrancy, all other offenses, suspicion, curfew and loitering laws - persons under 18; and runaways - persons under 18.

TRAFFIC-- Includes violations of the road and driving laws.

PART III-- Lost and Found: Includes lost and found persons, animals, and property, and stalled and abandoned vehicles.

PART IV-- Casualties: Includes all motor vehicle crashes, boating, and snowmobile; public home occupational accidents, fires, suicides, sudden deaths, burning permits, and burning violations.

PART V-- Miscellaneous Public: Includes open doors, gun permit applications, suspicious activities, animal complaints, motorist assists, alarm calls, parking complaints, house checks, driving complaints, civil matters, family disputes, department assists.

The balance of the report shows the total number of incidents handled, miles driven and how the Public Safety Department received calls. If anyone should desire more detailed statistical data, please contact my office.

Monthly Activity Report

December 2024

Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	5	8	48	50
Traffic	82	89	912	1,077
Part III	3	4	96	55
Part IV	20	35	375	391
Part V	115	112	1,353	1,365
Total City of Independence	225	248	2,784	2,938
City Of Maple Plain				
Criminal	3	0	31	37
Traffic	28	22	297	440
Part III	2	1	47	30
Part IV	52	36	325	313
Part V	45	43	624	557
Total City Of Maple Plain	130	102	1,324	1,377
Grand Total Both Cities	355	350	4,108	4,315
TZD	0	0	279	387
Agency Assists	25	36	320	295
Total ICR Reports	380	386	4,707	4,997
How Received				
Fax	10	6	65	113
In Person	15	21	169	162
Mail	0	0	12	4
Other	0	1	5	11
Phone	21	21	276	312
Radio	161	166	1,952	1,861
Visual	145	125	1,693	2,026
Email	5	16	181	191
Lobby Walk In	23	30	354	317
Total	380	386	4,707	4,997

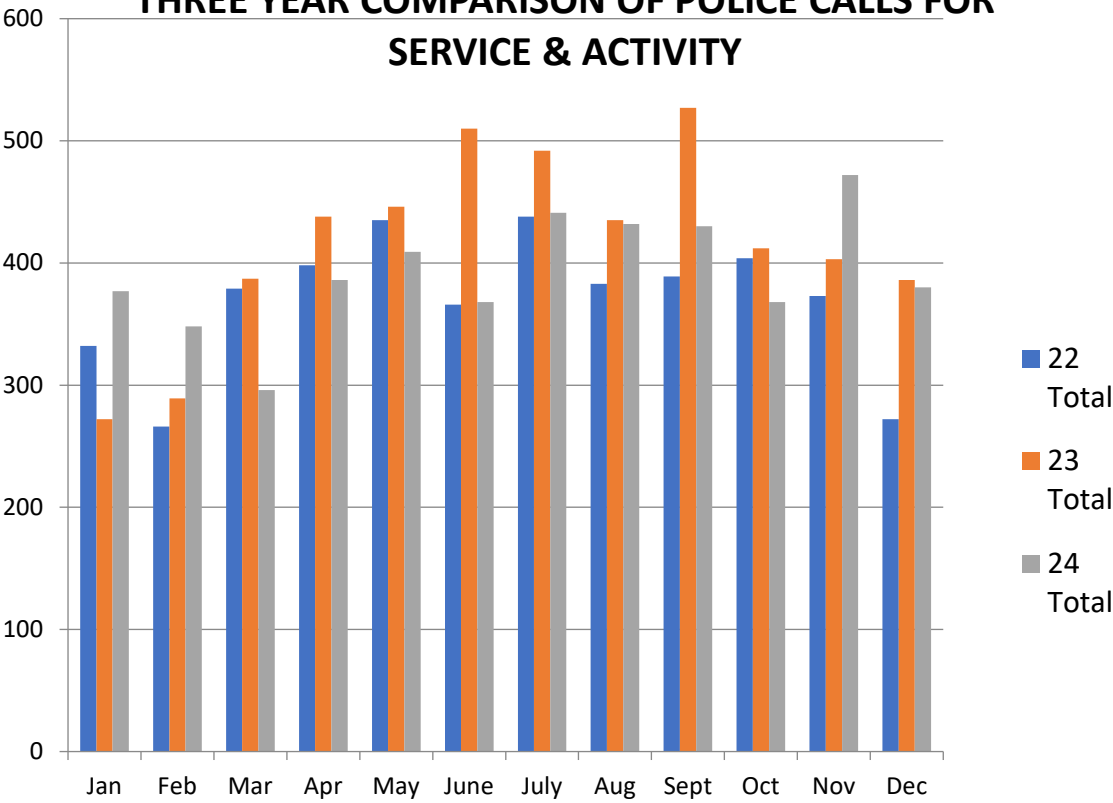
December 2024 Part I & II**City of Maple Plain #'s 1 & 2**

AGN	ICR	Title	Create Date	Grid #	MOC range	UCR Part
WHPS	24004510	3 rd Degree DWI & Refusal – Arrest	2024-12-15	01	JFCR8	2
WHPS	24004535	Theft From Auto Report	2024-12-17	01	TQ159	1
WHPS	24004594	Suspicious Activity/Underage Drinking	2024-12-21	02	M4199	2

December 2024 Part I & II**City of Independence Grid #'s 3-5**

AGN	ICR	Title	Create Date	Grid #	MOC range	UCR Part
WHPS	24004450	2 nd Degree DWI – Arrest	2024-12-11	03	JEF08	2
WHPS	24004571	DWI Arrest – Urine	2024-12-11	03	JEF08	2
WHPS	24004622	Accd Unk/DWI 4 th Deg	2024-12-23	03	JG508	2
WHPS	24004391	Theft From Auto Report	2024-12-06	05	VD021	1
WHPS	24004498	3 rd Degree DWI – Arrest	2024-12-13	05	JF501	2

**THREE YEAR COMPARISON OF POLICE CALLS FOR
SERVICE & ACTIVITY**



DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY December 2024 Activity Report

Year to Date Activity Report

At the end of December 2024, West Hennepin Public Safety (WHPS) handled year-to-date a total of 4,707 incident complaints. For the month of December; 225 incidents occurred in the City of Independence and 130 in the City of Maple Plain.

The Criminal Part I and Part II cases for both cities have been highlighted for your review on the attached documents.

Fire December 2

5400 block of Highway 12, Maple Plain. Officer was dispatched to a vehicle on fire in a business parking lot. Officer arrived and spoke to the owner of the vehicle who advised he noticed the dash lights blinking then smelled something burning. Owner advised he parked and exited his vehicle and saw it was on fire. Maple Plain Fire arrived and put the flames out.

Suspicious Activity December 5

3600 block of County Road 90, Independence. Officer was dispatched to a suspicious vehicle in the area. Reporting party advised they saw a vehicle pass by their house multiple times and observed them open the mailbox at the end of the driveway. Officer checked the area and was unable to locate a vehicle matching the description provided.

Animal Complaint December 6

8900 block of Dean Lane, Independence. Officer was dispatched to two dogs eating a dead deer carcass. Officer arrived on scene and found two white Great Pyrenees who we are familiar with from previous reports. Officer was unable to get ahold of the animal owner and the dogs were impounded to the animal shelter. Eventually, the animal owner reached out and was advised where his dogs were.

Medical
December 7

5000 block of Oak Circle, Maple Plain. Officer was dispatched to an intoxicated male who fell and hit his head. Officer arrived on scene and spoke to the patient who appeared disoriented and was unable to answer simple questions. There was a lump on the back of the patient's head as well as a laceration to his arm. A breath test was taken and showed .259. North Memorial Paramedics arrived on scene and transported the patient to the hospital.

Suspicious Vehicle
December 9

4900 block of Perkinsville Road, Independence. Officer was dispatched to a suspicious vehicle with no lights on parking in front of the reporting party's house. Officer arrived and observed the truck was occupied with a sleeping driver. Officer woke the driver and spoke to him. He advised he was at his girlfriend's house, was going to a gas station, and was going to go back to her house in the morning. Driver had a working interlock system which he showed the officer, no criminal activity or signs of impairment was found.

Arrest
December 11

Intersection of County Road 6 and County Road 90, Independence. Officer was dispatched to multiple traffic complaints involving the same vehicle. Officer located the vehicle driving over 90-MPH and dangerously passing cars. Officer spoke to the driver and observed signs of impairment. He was ultimately arrested for DWI and provided an evidentiary breath test of 0.14. He also had two prior convictions and a B-Card restricting him from any alcohol use. He was transported to Hennepin County Jail where he was charged with 2nd degree DWI.

Welfare Check
December 12

100 block of Kuntz Drive, Independence. Officer was dispatched to an iPhone crash detection notification. Officer arrived on scene and spoke to the phone owner who advised she lost her phone the day prior and was unable to locate it. Ultimately, it was determined the phone was lost in the field and the manure spreader picked up the phone and tossed it hard enough to enable to crash detection system.

Traffic Complaint
December 13

Intersection of County Road 6 and County Road 110, Independence. Officer was dispatched to a driving complaint where the vehicle crossing the centerline and briefly drove into oncoming traffic. Officer located the suspect vehicle and observed another lane violation. Officer stopped the vehicle and found the driver recently moved to Minnesota and she wasn't used to the car she was driving.

Arrest
December 13

Intersection of County Road 92 and Cardinal Way, Independence. Officer was on routine patrol and observed a vehicle turn into the oncoming lane of traffic then corrected into the proper lane. Officer observed multiple lane violations and stopped the vehicle. They displayed signs of impairment and performed poor on Field Sobriety Tests. Driver was arrested for DWI and provided an evidentiary breath test of 0.21. Driver was transported to Hennepin County Jail to be charged.

Arrest
December 15

Intersection of Highway 12 and Baker Park Road, Maple Plain. Officer was dispatched to a vehicle in the ditch. Officers responded to the scene and spoke to the driver of the vehicle who displayed signs of impairment. He was not compliant and refused all testing. Ultimately, he was transported to Hennepin County Jail to be charged with DWI refusal.

Crash
December 16

6600 block of Franklin Hills Road, Independence. Officer was dispatched to a patient having chest pain. Officer arrived on scene and observed the patient was in a vehicle, she was confused, and she didn't know what city she was in. The vehicle had gone off the road and struck a tree. Patient was transported to the hospital.

Theft
December 17

5100 block of Main Street, Maple Plain. Officer was dispatched to a theft report where vehicle registration tabs were taken off a vehicle. Reporting party advised she discovered the tabs missing after returning from a recent trip. The registration stick number was entered as stolen. Reporting party was advised to contact the DMV for replacements.

Suspicious Activity
December 18

1900 block of County Road 90, Independence. Officer was on routine patrol and observed a truck parked in a nearby parking lot with no one in the driver's seat. Officer approached the vehicle and observed a child and an adult male sitting in the back watching a movie. The male advised he was there for a custody exchange and him and his daughters were watching a movie while they wait.

Motorist Assist
December 19

Intersection of Highway 12 and County Road 92, Independence. Officer was on routine patrol and observed a stalled vehicle on the shoulder. Officer approached the vehicle and found the driver asleep. Officer woke the driver and didn't observe signs of impairment. Driver advised he was waiting for the roads to be plowed before continuing with his drive. He was advised to find a parking lot.

Arrest
December 20

Intersection of County Road 90 and Fogelman Road, Independence. Officer was on routine patrol and observed a vehicle with numerous lane violations. Officer stopped the vehicle and spoke to the driver. Driver displayed signs of impairment and provided a preliminary breath test of 0.17. Driver was placed under arrest for DWI. Due to the driver vomiting, an evidentiary breath test was not taken, and a search warrant was completed for a bodily fluid sample. Pending charges.

Arrest
December 23

3200 block of County Road 92, Independence. Officer was dispatched to a single vehicle rollover crash. Officer arrived on scene and found the lone occupant trapped inside the overturned vehicle. The driver was able to open the sunroof and extricate herself. She refused a medical transport and officer observed signs of impairment. Preliminary breath test displayed 0.000. A search warrant was executed for a blood draw. Pending charges.

Welfare Check
December 25

1500 block of Howard Avenue, Maple Plain. Officer was dispatched to a welfare check. Reporting party advised they can't get ahold of the subject after she was experiencing pain in her shoulder and was going to lay down. Officer arrived on scene and found the subject was asleep and didn't need medical attention. Subject was advised to contact the reporting party and check-in.

Motorist Assist
December 27

7300 block of Highway 12, Independence. Officer was on routine patrol and observed a vehicle on the side of the road with its hazard lights on. Officer stopped and spoke to the registered owner who advised the alternator belt broke, and the vehicle wasn't drivable. They advised a tow truck was on the way. It was determined the vehicle did not need to be monitored until a tow truck arrived.

Medical
December 28

4800 block of Drake Street, Maple Plain. Officer was dispatched to a patient that had fallen and needed assistance getting up. Officer arrived on scene and found the patient in a half seated and half laying position near the bottom of the steps. Officer assessed the patient and found he was uninjured. Patient was lifted to his feet and was found to be weak. Ultimately, he was transported to the hospital.

Assault
December 29

4100 block of Woodhill Drive, Independence. Officer was dispatched to a loud party complaint in the area. Officer arrived on scene and received information that an individual was assaulted earlier in the night and was at the emergency room. Officer arrived on scene and took statements from witnesses. It was determined the host of the party followed the victim outside after a verbal altercation and began punching and kicking the victim multiple times. The victim had severe swelling, abrasions, and bruises across his face. He sustained a broken nose and facial bone and was treated at the hospital. Incident still pending further investigation.

Animal Complaint
December 31

Intersection of County Road 92 and County Road 6, Independence. Officer was dispatched to a report of a loose pony. Officer arrived on scene and located the pony. Eventually, the owner was contacted who arrived with a trailer to take the pony home.

City of Independence 2024 Fee Schedule Adoption

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: January 21, 2025

Discussion:

The City annually reviews and considers adoption of a fee schedule which establishes fees related to services/permits/review provided by the City. The annual review of the City's fee schedule ensures that the cost of providing various services is commensurate with the services provided. The City has determined that the following fees be amended based on actual costs of providing services and or administration of the fees in 2024. It is recommended that the City Council consider increasing the fees as follows:

1. Quarterly sewer charges are generally proposed to be amended in accordance with the City's sewer charge study (updated in January of 2020). The city initiated a sewer rate study in 2024 that is still in process. At this time, it is recommended that the city consider a 3% increase for 2025. It is anticipated that the study will be completed in Q2 of 2025 following completion of the long-range capital improvement plan for the entirety of the sewer system. This includes a detailed analysis of each lift station and pipe section. This analysis will be converted into a capital planning document that will project costs associated with maintaining and upgrading the system. It is the intent of this study and capital planning work that the city will be able to ensure sewer rates are aligned with the cost of providing services to the residents. The city is continually looking for opportunities to reduce the cost of maintaining the sewer system by proactively and efficiently addressing issues.
 - a. Quarterly sewer access charge: \$271 (\$263 in 24')
 - b. Quarterly availability charge: \$271 (\$263 in 24')

		Current									
		rate	2017	2018	2019	2020	2021	2022	2023	2024	2025
Proposed Rate Quarterly			8%	10%	10%	5%	5%	5%	5%	5%	5%
Residential	\$	168	\$ 181	\$ 200	\$ 220	\$ 231	\$ 242	\$ 254	\$ 267	\$ 280	\$ 294
Commercial		871	941	1,035	1,138	1,195	1,255	1,318	1,384	1,453	1,525
Residential cluster		77	83	91	100	105	110	116	122	128	134
Availability		32	74	116	158	200	242	254	267	280	294
Proposed Rate Annual											
Residential	\$	672	\$ 726	\$ 798	\$ 878	\$ 922	\$ 968	\$ 1,017	\$ 1,067	\$ 1,121	\$ 1,177
Commercial		3,484	3,763	4,139	4,553	4,781	5,020	5,271	5,534	5,811	6,101
Residential cluster		306	330	364	400	420	441	463	486	510	536
Availability		128	296	464	632	800	968	1,017	1,067	1,121	1,177

Council Recommendation:

City Council is asked to consider approval of **RESOLUTION NO. 25-0121-01** adopting the 2025 fee schedule.

Attachments: Proposed Fee Schedule 2025
RESOLUTION NO. 25-0121-01



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 25-0121-01

**A RESOLUTION APPROVING AN ANNUAL UPDATE TO THE
CITY'S FEE SCHEDULE**

WHEREAS, the City of Independence (the "City") is a municipal corporation under the laws of Minnesota; and

WHEREAS, the City has adopted a Fee Schedule to set forth fees for certain services provided by the City; and

WHEREAS, the Fee Schedule is referred to in the City's Code of Ordinances and determined to be necessary to ensure that the City is reimbursed for the cost of providing the services.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INDEPENDENCE, MINNESOTA:

1. The Fee Schedule attached hereto as **Exhibit A** is hereby adopted.

This resolution was adopted by the City Council of the City of Independence on this 21st day of January 2025, by a vote of _____ ayes and _____ nays.

Brad Spencer, Mayor

ATTEST:

Mark Kaltsas, City Administrator

Exhibit A

(Fee Schedule Attached)

SEPTIC FEES

Private On-site Permit	\$	400
Mound Repair	\$	200
Abandonment of System/Tank	\$	75
Holding Tank with Pumping Agreement	\$	100
First Year	\$	50
Annual	\$	25
Operating Permit Business	\$	175
First Year	\$	175
Annual	\$	75
Mid-Size System	\$	400
(+ \$1,000 escrow)		

*Total New Sewer Connection Fee	\$	7760
- Includes \$ 5150 City Sewer Permit		
- Includes \$ 125 Street to house connect		
- Includes \$ 2485 SAC (MUSA)		

*Property with an existing sewer stub paid for prior to December 31, 2020 will pay \$1250 for the City Sewer Permit Fee.

Quarterly sewer access charge	\$	271
Quarterly availability charge	\$	271
(dwellings not connected to available sewer)		
SAC (MUSA)	\$	2485
Winter septic holding tank escrow*	\$	8000
*Plus Administrative fee	\$	55

OTHER INSPECTION FEES

Investigation/Re-inspection Fee	\$	100/1 st Hr.
	\$	50/Hr.
Fire Damage Inspection	\$	100

COMMUNITY ROOM RENTAL (#)

(maximum 200 guests)

Non-Profit	\$	75
Security /Damage Deposit	\$	650
False Fire Alarm	\$	350
Organizations regular mtgs.	\$	100
Events under 50 – resident	\$	150
Events 50 – 100 – resident	\$	200
Events 101 – 150 – resident	\$	300
Events 151 – 200 – resident	\$	400
Funeral – resident	\$	50
Wedding – resident	\$	400

OVERWEIGHT VEHICLE PERMIT FEES-AT THE DISCRETION OF PUBLIC WORKS SUPERVISOR

Daily Permit (per truck/ day max 7 ton)	\$	100
Single Trip-Seasonal, Home Delivery	\$	250
Commercial Tow Truck (per occurrence)	\$	750
No Permit		DOUBLE FEE
Emergency-Well & Septic (max 7 ton)		NO CHARGE
Resident Annual to/from (max 5 ton)		NO CHARGE

ASSEMBLY PERMIT FEES

Small Assembly Permit (50+ attendees)	\$	25
*Medium Assembly (100+ attendees)	\$	25
*Large Assembly (200+ attendees)	\$	100

*Requires West Hennepin Public Safety Deposit (\$500)

PARK RENTAL FEES (#)

Commercial, daily - resident	\$	200
Individual, daily - resident	\$	75
(Liability Insurance Required)		

FREQUENTLY CALLED NUMBERS

City of Independence	763-479-0527
West Hennepin Public Safety	763-479-0500
Burn permits WHPS	763-479-0500
Hennepin County	612-348-3000

CREDIT CARD PAYMENTS ACCEPTED FOR FEES IDENTIFIED WITH THE (#) SYMBOL. THE CITY WILL CHARGE THE LISTED FEE, PLUS APPLICABLE CHARGES FOR PROCESSING THE CREDIT CARD (CURRENTLY 3.00%).

FEE SCHEDULE

Updated January 21, 2025



1920 COUNTY ROAD 90
INDEPENDENCE MN 55359

PHONE: 763-479-0527

FAX: 763-479-0528

Website: <https://ci.independence.mn.us>

ALL FEES ARE NON-REFUNDABLE.

Fees are Subject to change

LIQUOR LICENSES

Wine, on sale	\$ 600
On-sale intoxicating	\$5500
Off-sale intoxicating	\$ 240
Sunday On-sale	\$ 200
Beer Off-sale	\$ 50
Beer On-sale	\$ 500
Setup	\$ 500
Investigation fee	\$ 500
Temporary liquor (1-4 days)	\$ 100/day

DOG LICENSES (#)

Lifetime License	\$ 20
Replacement tag	\$ 2
Dangerous Dog annual fee	\$ 500
Dog Impound Fee 1 st Violation	\$ 35
2 nd Violation	\$ 70
3 rd Violation	\$ 105

SERVICE FEES (#)

Address Labels	\$ 50
Address List	\$ 30
Copies 8 ½ x 11	\$.25
Copies, Oversize	\$.50
Copies: City Code Book	\$ 60
Copies: Subdivision Ordinance	\$ 15
Copies: Zoning Ordinance	\$ 15
Copies: Shoreland Ordinance	\$ 15
Copies: City Comp. Plan	\$ 40
Copies: Park Comp. Plan	\$ 15
Copies: Audit Book	\$ 45
City Address Map	\$ 8
Zoning Map (color)	\$ 3
Land Use Map (color)	\$ 3
Assessment Search written req.	\$ 25
Flood Zone Search written req.	\$ 25
Ag Preserve Application	\$ 50
Ag Preserve Expiration	\$ 50
NSF Check	\$ 30
Special Council Meeting fee	\$ 250
Election Filing fee	\$ 2

SIGN PERMIT (#)

Temporary (administrative)	\$ 100
Permanent Sign/Site Plan Review	\$ 250
Farm Nameplate Sign Permit	\$ 25

ZONING FEES

Extension	\$ 250
Appeal Admin. Decision	\$ 750
Move Building	\$ 175
Zoning Permit (Sheds, Ag buildings)	\$ 50
Accessory Building Review	\$ 100
Grading Permit + Deposit (100 cu yd or more)	\$ 300+700
Wetland Delineation/Review + deposit.	\$ 300+700
Zoning Verification Letter:	\$ 240
Other (non-defined) Planning/Review:	\$ 250
Staff time in excess of application fees:	
Professional per hour	\$ 120
Clerical per hour	\$ 60

Planning Application Type I-Application Fee: \$1,500/Additional Fee Deposit \$500

- Concept Minor Subdivision, Minor Subdivision (Minor Subdivision (Lot Line Rearrangement, Lot Consolidation, Rural View Lot Subdivision, Lot Split-2 lots or less)
- Rezoning
- Variance (residential)
- Conditional Use Permit (residential)
- Interim Use Permit (residential)
- Right of Way or Easement Vacation
- Simple Concept Plan
- Simple Zoning Text Amendment
- Simple Site Plan Review

Planning Application Type II-Application Fee: \$2,000/Additional Fee Deposit \$1,750

- Concept Subdivision, Preliminary Plat (3 lots to 10 lots, plus \$750 per lot) (11 lots to 25 lots, plus \$500 per lot) (more than 25 lots, plus \$400 per lot)
- Final Plat (plus \$250 per lot)
- Conditional Use Permit (commercial)
- Interim Use Permit (commercial)
- Variance (commercial)
- Comprehensive Plan Amendment
- Complex Concept Plan
- Complex Site Plan Review
- Complex Zoning Text Amendment

After-the-fact fees

double

PARK DEDICATION FEES

\$3500 per lot to 4.99 acres + \$750 per acre over 5 acres.

MISC. PERMIT/REIMBURSEMENT FEES

Fireworks Dealer License	\$ 75
Tower (wireless communication)	\$ 1000
Mailbox Reimbursement	\$ 125

LICENSES (#)

Garbage hauler/per year	\$ 150
Per truck per year	\$ 20
Tobacco	\$ 100
1 st Offense	\$ 75
2 nd Offense	\$ 200
3 rd Offense & over	\$ 250
Solicitation	\$ 100

FLAT FEE BUILDING PERMIT FEES (#)

Mechanical	
Furnace	\$ 100
Air Conditioner	\$ 100
Gas Fireplace	\$ 100
Water Heater	\$ 50
Wood stove/fireplace	\$ 100
Chimney	\$ 100
Fuel tank removal	\$ 100
Lawn Sprinkler	\$ 100
Plumbing remodel	\$ 100
Plumbing new	\$ 100
(\$10 per fixture over five)	
Re-roof	\$ 100
Re-side	\$ 100
Window replacement same size	\$ 100 (1) +
(\$10 each additional opening)	

Flat Fee State Permit Surcharge Add \$ 1 (Example: A/C + Furnace = \$201)

Demolition	\$ 100
Driveway	\$ 100
Right Of Way	\$ 100

All Other Building Permits Based on Value Electrical Permits (Contact State)



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 25-0121-02

**A RESOLUTION DESIGNATING ADDITIONAL
OFFICIAL SIGNATORY FOR CITY OF INDEPENDENCE**

WHEREAS, the City of Independence (the “City”) is a municipal corporation under the laws of Minnesota; and

WHEREAS, the City Council has the authority to designate elected officials and staff to act as official signatories of the City; and

WHEREAS, the City has appointed an official Bank (“Bank”) with whom the City does business requires a City resolution designating which City officials and staff are authorized to execute checks and other orders for payment of City funds; and

WHEREAS, the bank with whom the City does business requires a City resolution designating which City officials and staff are authorized to access accounts, execute checks and other orders for payment of City funds; and

WHEREAS, the City desires to designate certain staff members to be able to access account information, execute checks and other orders for payment of City funds;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INDEPENDENCE, MINNESOTA: The City of Independence resolves as follows: 1. City Council Member, Ray McCoy, is hereby authorized to access the City accounts, execute checks, drafts, or other orders for the payment, transfer, or withdrawal of any of the funds or other property of the City on deposit with the Bank in accordance with all applicable policies of the City and Bank, and the Bank is hereby authorized to pay and charge to the account of the City any such checks, drafts or other orders so signed or otherwise authorized. 2. That the City's Mayor and City Administrator will certify to the Bank, the names and signatures, as required by the Bank.

This resolution was adopted by the City Council of the City of Independence on this 21st day of January 2025, by a vote of _____ ayes and _____ nays.

Brad Spencer, Mayor

ATTEST:

Mark Kaltsas, City Administrator