



CITY COUNCIL MEETING AGENDA
TUESDAY JANUARY 17, 2023

CITY COUNCIL MEETING TIME: 6:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Representative Kristin Robbins (House District 37A) – Annual Legislative Update

5. ****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 20, 2022, Regular City Council Meeting.
 - b. Approval of City Council Minutes from the January 6, 2023, Special City Council Meeting.
 - c. Approval of Accounts Payable; (Batch #1 - Checks No. 21708-21725 and Batch #2 - Checks No. 21726-21728 and Batch #3 - Checks No. 21755-21780).
 - d. 4th Quarter Building Permit Report (for information only)
6. Set Agenda – Anyone Not on the Agenda can be Placed Under Open/Misc.
 7. Reports of Boards and Committees by Council and Staff.
 8. West Hennepin Public Safety – Director Gary Kroells: Presentation of the December 2022 Activity Report.
 9. Annual City Council Appointments.
 - a. **RESOLUTION 23-0117-01** - Annual Organizational Appointments.
 - b. **RESOLUTION 23-0117-02** - Approval of Planning Commission Reappointment.
 - Reappointment of Planning Commission Member Leith Dumas.

10. Annual Fee Schedule Adoption.

- a. **RESOLUTION 23-0117-03** - Considering the Annual Update to the City's Fee Schedule.

11. Hennepin County Broadband Grant Application: Consider Authorization to Apply for Hennepin County Grant to Use as a Contributing Source for the MN Boarder to Boarder Grant Application with Midco Broadband to Build Out City.

12. Open/Misc.

13. Adjourn.

MINUTES OF A REGULAR MEETING OF
THE INDEPENDENCE CITY COUNCIL
TUESDAY, DECEMBER 20, 2022–6:30 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: Mayor Johnson and Councilors Betts, Spencer, and Grotting.

ABSENT: McCoy.

STAFF: City Administrator Kaltsas, Assistant Administrator Simon, and WHPS Director Kroells.

VISITORS: None.

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 1, 2022, City Council Workshop.
- b. Approval of City Council Minutes from the December 6, 2022, Truth in Taxation Meeting.
- c. Approval of City Council Minutes from the December 6, 2022, Regular City Council Meeting.
- d. Approval of Accounts Payable (Batch # 1; Checks Numbered 21672-21677, Batch # 2; Checks Numbered 21678-21707).
- e. Third Quarter Financial Report (for information)

Johnson – Would you like to say anything more, Mark?

Kaltsas- We reviewed it and everything on the finances looks about where we thought it'd be. We're down on taxes and as normal still have more coming on that. Fees are up this year. A couple of our spending categories are in the ballpark this year, but otherwise we are in the positive to where we should be at this time of year. I think we look pretty good.

Motion by Spencer, seconded by Betts to approve the Consent Agenda. Ayes: Johnson, Betts, Spencer, and Grotting. Nays: None. Absent: McCoy. Abstain. None. MOTION DECLARED CARRIED. 4.0

5. SET AGENDA – ANYONE NOT ON THE AGENDA CAN BE PLACED UNDER OPEN/MISC.

Kaltsas requested to share with the Council.

6. REPORTS OF BOARDS AND COMMITTEES BY COUNCIL AND STAFF

Grotting attended the following meetings:

- None

Spencer attended the following meetings:

- None

Betts attended the following meetings:

- Hwy 55 Coalition Meeting,
- Police Commission,
- WHCC Chamber of Commerce Christmas meeting & potluck

Johnson attended the following meetings:

- League of MN Cities Mtg (virtual) former presidents' connection – Dave Unmacht, Exec Director of the League, announced his retirement in May after 7 years. The LMC Board will launch a search for his successor, and Ann Finn will take Gary Carlson's place after 30 years.
- Legion Christmas party
- Hwy 55 Corridor Coalition Quarterly Meeting - City Hall
- Regional Council Mayors Meeting at the Mpls Club
- WHPS interview of police candidate
- NW League at DOBO's with all Police Chiefs' recognition
- Orono Health Youth meeting
- Tom Emmer's Holiday reception - Otsego
- Maple Plain Council Meeting – Cahill's last night at Council

7. West Hennepin Public Safety – Director Gary Kroells: Presentation of the November 2022 Activity Report.

Through November WHPS has handled 4,307 incident complaints: 222 were in Independence and 130 were in Maple Plain. There were 10 incidents of drivers going up and over the roundabout at Co Rd 92 and Hwy 12. Eastbound traffic mostly has this problem, and the sign might still be run down. Director Kroells is close to asking the City's Public Works to add a red, orange, and white type 3 road barrier to prevent it from continually happening. There were: DWI arrests; a baby boy's intentional home birth happened near Olstad Drive and Independence at 9:40pm where he arrived before the midwife's arrival and an officer used a blue suction bulb to help remove fluid and mucous from his mouth and nose. They went to North Memorial afterwards to be checked out. A DWI arrest of a male soliciting sexual acts at nearby parking lot. He was extremely intoxicated and placed under arrest. He was transported back to WHPS and had refused a breath test. He was released to a sober party and charges are pending. See the full report in the meeting's packet.

The 42nd annual View Santa was held on Saturday, Dec. 3, 2022, and it was another tremendous event. The staff did a wonderful job decorating the front lobby. Cookies, treats, and City Hall decorations were well received. WHPS and reserves traveled throughout the cities and collected 1,570 lbs. of food and \$700 cash for Helping Hands Food Shelf in Delano. Santa continued to do a great job, and all were really excited to see him coming down the road.

Citizens Police Academy will be held on Thursday nights from February 16 – April 6, 2023. Brochures are available now at WHPS' Events tab even though it is a little early now. We will promote this and hope to have 12-15 people attend which is usually never a hard to fill.

Betts- It was also full page in the City's Winter 2023 newsletter.

Johnson – Does the County still do one?

Kroells – There aren't many left that do it anymore. I'm not sure if they do it anymore since Covid. Our officers really enjoy teaching it.

Johnson – The graduation is a nice reunion for everyone in the past.

Kroells- It began around 1999 so you might have been in the first class.

Johnson – The polo shirts don't have the year on them. Mine is old and itchy now. The current shirts are very nice. Has everyone been healthy?

Kroells – Actually not. We had one sick over the weekend and a few others out, but mostly just dealing with the common cold.

Johnson – Well, wish them well, and I hope they can get their Christmas in with all their differing schedules.

8. Open/Misc.

Kaltsas – I had a call at end of last week from a financial advisor in Fargo who was looking for financing a deal for nonprofits for 2023. We have been previously open to that conduit finance. This project is called 180 Degrees and does housing for people without housing. There are two different renovations projects and has a \$5.5 million issuance with potentially a \$25,000 fee for issuing that. I'm checking if anyone had any concerns. I had mentioned that we might be interested and that I'd present it to you. It's a .25 - 1 point, and we are always at .50 or below range. One project is in Rochester and the other is in St. Cloud. They'd need approval from those communities. We have no bond issue, and we aren't planning anything for next year. So, it doesn't impact our bank qualify ability. It's \$5.5 million, so we'd still have room even if it was. Do you have any thoughts?

Johnson – They have been good projects where they have worked. It would be fun to see the school in Coon Rapids some time. The first one we did was with senior housing in Crystal and took off like a firecracker and filled up immediately.

Betts – Have we done more schools?

Kaltsas- Recently we did two schools and one senior housing.

Johnson – The one Director invited us to come up there.

Grotting – Is it just building a project, or do they fund ongoing projects?

Kaltsas – It's building and infrastructure (parking, utilities, etc.) cost, not operational.

Johnson - They can add on to a facility. Are we ready to adjourn?

9. Adjourn.

Motion by Betts, second by Grotting to adjourn the meeting at 6:52 pm.

Meeting adjourned.

Respectfully Submitted,
Linda Johnson / Recording Secretary

MINUTES OF A SPECIAL MEETING OF
THE INDEPENDENCE CITY COUNCIL
FRIDAY, JANUARY 6, 2023–8:00 A.M.
City Hall Chambers

1. CALL TO ORDER.

Pursuant to due call and notice thereof, a special meeting of the Independence City Council was called to order by Mayor Johnson at 8:00 a.m.

2. ROLL CALL

PRESENT: Mayor Johnson and Councilors Betts and Spencer.

ABSENT: McCoy and Grotting.

STAFF: City Administrator Kaltsas and Assistant Administrator Simon.

VISITORS: None.

3. Approval of Accounts Payable (Checks Numbered 21708-21725).

Motion by Spencer, seconded by Betts to approve the Accounts Payables. Ayes: Johnson, Betts, and Spencer. Nays: None. Absent: McCoy and Grotting. Abstain. None. MOTION DECLARED CARRIED. 3.0

4. Adjourn.

Meeting adjourned at 8:03 a.m.

Respectfully Submitted,
Linda Johnson / Recording Secretary

Date: January 11th, 2023
To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members
From: Director Gary Kroells *GK*
SUBJECT: DECEMBER 2022 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 accidents, 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.

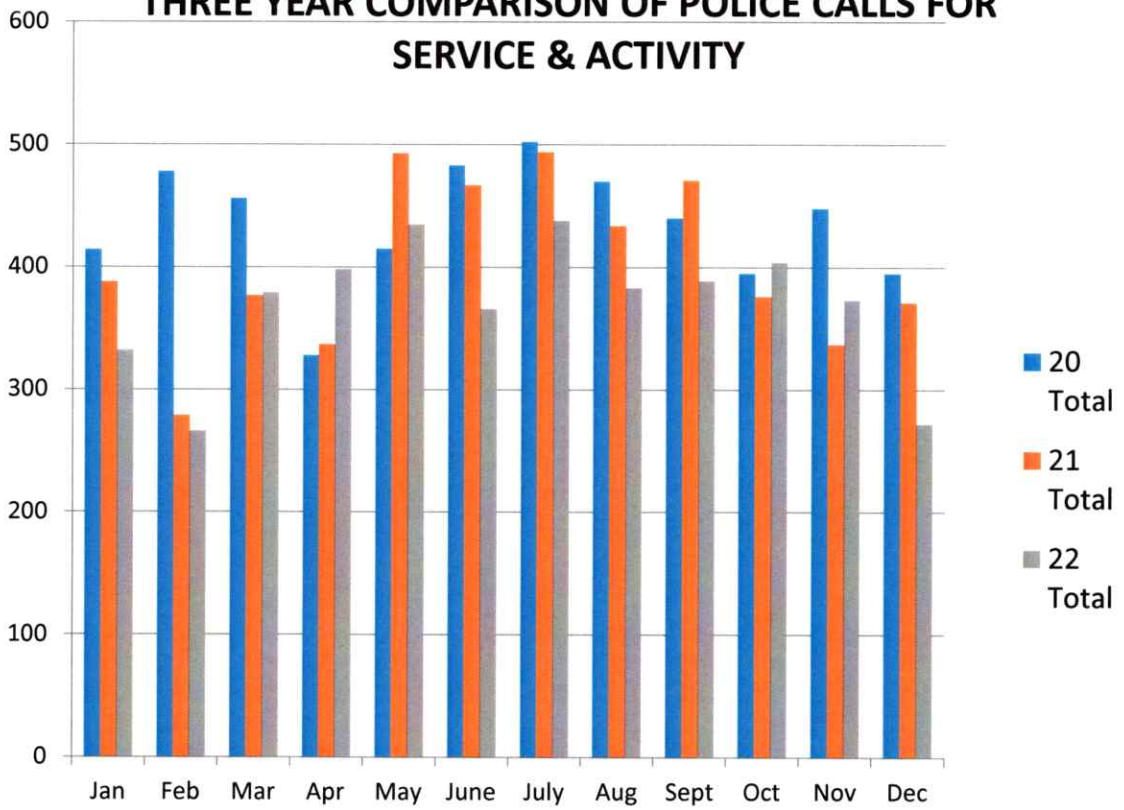
The balance of the report shows the total number of incidents handled, miles driven and how the Public Safety Department received calls. If anyone should desire more detailed statistical data, please contact my office.

Monthly Activity Report

December 2022

Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	3	6	66	86
Traffic	25	67	1,048	1,211
Part III	2	3	47	83
Part IV	55	44	402	390
Part V	84	101	1,335	1,387
Total City of Independence	169	221	2,898	3,157
City Of Maple Plain				
Criminal	3	7	45	85
Traffic	22	35	332	409
Part III	0	3	19	32
Part IV	25	28	267	261
Part V	37	63	618	684
Total City Of Maple Plain	87	136	1,281	1,471
Grand Total Both Cities				
	256	357	4,179	4,628
TZD	0	1	160	58
Agency Assists	16	13	293	138
Total ICR Reports	272	371	4,632	4,824
How Received				
Fax	9	8	89	125
In Person	12	14	180	222
Mail	1	0	10	23
Other	0	0	13	15
Phone	21	22	345	397
Radio	161	169	1,866	1,907
Visual	48	114	1,571	1,764
Email	7	23	220	286
Lobby Walk In	13	21	285	85
Total	272	371	4,579	4,824

THREE YEAR COMPARISON OF POLICE CALLS FOR SERVICE & ACTIVITY



December 2022 Part I & II

City of Maple Plain #'s 1 & 2

AGN	ICR	Title	Create Date	Grid #	Committed Date	MOC range	UCR Part
WHPS	22004283	Suspicious Activity/Theft	2022-12-02	01	2022-12-02	TR999	1
WHPS	22004373	Chase/Pursuit	2022-12-11	02	2022-12-11	DH570	2
WHPS	22004429	Thft Frm Auto Rp	2022-12-17	02	2022-12-17	P318L	2

December 2022 Part I & II

City of Independence Grid #'s 3-5

AGN	ICR	Title	Create Date	Grid #	Committed Date	MOC range	UCR Part
WHPS	22004364	AA 8100 DWI Arrest	2022-12-11	03	2022-12-10	JG501	2
WHPS	22004428	Unwanted Person	2022-12-17	03	2022-12-17	P3319	2
WHPS	22004505	Reported Dead/Murder	2022-12-30	04	2022-12-30	H3C05	1

DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY
December 2022 Activity Report

Year to Date Activity Report

At the end of December 2022, West Hennepin Public Safety (WHPS) handled year-to-date a total of 4,579 incident complaints: for the month of December; 169 incidents occurred in the City of Independence and 87 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.

Recent Highlighted Cases:

Suspicious Activity
December 2

5400 block of Highway 12, Maple Plain. Officer was dispatched to a suspicious vehicle loading pallets into a truck. Reporting party was watching the incident from the business' security cameras. Officer responded to the area and observed the suspect vehicle leaving. Officer initiated a traffic stop and made contact with the driver. Driver stated she has taken pallets many times and she had permission from an employee. Reporting party stated no one gave her permission to take the pallets. Allison Gale Tenney (42) was cited for theft and issued a trespass notice.

Personal Injury Crash
December 5

5100 block of County Road 6, Independence. Officer was dispatched to a crash with injuries. Upon arrival, it was found that one driver was backing out of his driveway with a trailer into the lane with oncoming traffic. The other driver then hit the vehicle pulling the trailer head on. Drivers were checked out by North Memorial Paramedics and ultimately cleared. Driver with the trailer was cited for failure to drive with due care.

Fraud
December 5

1600 block of Howard Avenue, Maple Plain. Officer took a fraud report. Upon speaking to the reporting party, it was determined she received a letter from the Minnesota Department of Revenue stating that someone attempted to file a property tax refund using her information and social security number. She was provided with resources regarding fraud and identity theft. No financial loss.

Medical
December 5

4800 block of Gateway Boulevard, Maple Plain. Officer was dispatched to a patient with a head injury. Patient had good vitals and was not bleeding but appeared to be bruised. North Memorial Paramedics arrived on scene and transported the patient to the hospital.

Fraud
December 5

7400 block of Maple Ponds Trail, Independence. Officer took a report of fraudulent charges on the reporting party's debit card account. His banking company will be handling the investigation. Resources offered.

Welfare Check
December 6

Intersection of Highway 12 and County Road 90, Independence. Officer was dispatched to a welfare check. Reporting party was originally complaining about the individual's driving conduct, but later found the driver was elderly. Reporting party stated the driver stopped for a long period of time at the roundabout, and later pulled to the side of the road almost causing a crash. Officer patrolled the area and did not locate the individual.

Medical
December 7

5100 block of Broadmoor Drive, Independence. Officer was dispatched to a patient having trouble with their oxygen generator. Officer responded and determined the generator's humidifier was not sealed properly causing it to leak. Officer was able to resolve this issue.

Crash
December 8

Intersection of Highway 12 and County Road 92, Independence. Officer was dispatched to a crash. It was determined that the driver fell asleep at the wheel and was going eastbound when he went through the roundabout and ultimately went into the westbound ditch. No one sustained injuries.

Medical
December 8

4900 block of Main Street, Maple Plain. Officer was dispatched to a medical. Officer made contact with the patient who was having arm pain, difficulty speak, and a headache. MPFD and North Memorial Paramedics were on scene and believed the patient was having a stroke. Patient was transported to the hospital.

Suspicious Activity

December 9

200 block of County Road 92, Independence. Officer was dispatched to a suspicious vehicle that had been parked for approximately three hours. Officer arrived on scene and determined a male, and a female were just visiting. Nothing criminal in nature.

Arrest-Stolen Vehicle

December 11

Intersection of Highway 12 and Halgren Road, Maple Plain. Officer received information of a stolen vehicle in the area. Officer located the vehicle and initiated a traffic stop, which ensued a pursuit until eastbound 394 at the ramp to 101 south. An assisting officer from a neighboring agency deployed stop sticks to deflate the vehicle's tire(s). The vehicle was then pitted and went into the ditch. There were no injuries. The driver, Hannah Marie Niska (21) was arrested for possession of stolen property and DWI. The passenger, Elijah Cree Spatz (24) was arrested for possession of narcotics and giving false information to police. The driver was transported to the hospital for a blood draw for the DWI and the passenger was transported to Hennepin County Jail.

Medical

December 13

5100 block of Industrial Street, Maple Plain. Officer was dispatched to a male who had fallen and broken his hip. Patient was operating a forklift and the parking brake did not hold causing the forklift to hit him and push him down. North Memorial Paramedics arrived and transported the patient to the hospital.

Traffic Complaint

December 14

Intersection of Highway 12 and County Line Road, Independence. Officer was dispatched to a traffic complaint going eastbound on Highway 12 from County Line Road. Reporting party stated the vehicle was operating with red and blue strobe lights. Officer was out of position to intercept the vehicle.

Utility Check

December 15

9000 block of Highway 12, Independence. Officer was dispatched to a report of trees on a powerline and sparks seen. Officer arrived on scene with Delano Fire Department and observed one of the three powerlines touching a branch causing a small ember. Electrical company was notified.

Crash

December 15

Intersection of County Road 90 and Marsh Point Road, Independence. Officer was dispatched to a vehicle in the ditch. Upon arrival, Officer spoke to the driver and determined he entered the curve too fast for the conditions and lost control, causing him to go into the ditch. Vehicle was resting against trees, but no significant damages or injuries.

Juvenile Problem

December 15

5200 block of Bryantwood Drive. Officer was dispatched to two juveniles throwing snowballs at passing cars. Officer arrived on scene and was unable to locate the kids. Officer will provide directed patrol during school drop off times.

Damage to Property

December 15

1900 block of Budd Street, Independence. Officer was dispatched to a damaged mailbox. Officer made contact with reporting party who advised she was backing out of her driveway when a vehicle had to swerve to avoid hitting her and ultimately, hit her mailbox. The other driver denied hitting the mailbox and the reporting party did not get the other driver's information.

Citation

December 16

Intersection of Highway 12 and Pioneer Creek Center, Maple Plain. Officer was dispatched to a traffic complaint regarding a vehicle traveling at varying speeds and failing to maintain the driving lane. Officer initiated a traffic stop on the vehicle. Driver admitted to not having insurance or a license. Officer smelt the odor of burnt marijuana emanating from the vehicle. Ultimately, the driver was cited for driving after cancellation and possessing a small amount of marijuana.

Unwanted Person

December 17

2800 block of Becker Road, Independence. Officer was dispatched to an unwanted party a residence. Upon arrival, Officer met with a subject and his wife at the end of the driveway who stated they were there for an appraisal and ran a few minutes late. The homeowner was upset and asked them to leave. Homeowner then physically grabbed the other party by the back of the coat and forced him outside. This caused the other party to fall down the steps, resulting in injury to his head and knee. Homeowner requested the parties be trespassed from the residence. Case forwarded to investigations regarding the assault.

Theft from Auto
December 17

5200 block of Bryantwood Drive, Maple Plain. Officer was dispatched to a theft from auto. Upon arrival, it was determined the catalytic converter was cut off and stolen from the vehicle. No suspects known and nothing of evidentiary value. Case number provided for insurance purposes.

Vehicle in Ditch
December 19

7300 block of Highway 12, Independence. Officer was dispatched to a vehicle in the ditch. Officer arrived on scene and spoke with the driver who explained he pulled over to look at his GPS and was sucked into the ditch and was unable to get out. Officer found the driver of the vehicle had a suspended driver's license. Driver was cited and called for a friend to pick him up. Driver already arranged for a tow.

Crash
December 20

Intersection of Highway 12 and County Line Road, Independence. Officer was dispatched to a property damage crash. Officer arrived on scene and observed a hitch of one of the vehicles stuck on the front bumper of the rear vehicle. It was determined the rear vehicle was following too close and was cited for the offense.

Fire
December 20

Intersection of County Road 11 and County Road 92, Independence. Officer was dispatched to a small fire in the ditch. DFD and officer responded and determined it was a controlled stump burn. Individual had a valid burn permit, and the fire was under control.

Welfare Check
December 21

Intersection of Highway 12 and County Road 92, Independence. Officer was dispatched to a welfare check regarding an elderly motorist who seemed lost and confused. Officer located the vehicle which was failing to maintain the lane. Officer spoke to the driver who was trying to get back to her home in Buffalo. Considering the conditions and driving conduct, Officer contacted the driver's daughter to come and pick her up.

Medical
December 21

7100 block of Pioneer Creek Road, Independence. Officer was dispatched to a possible head injury from a forklift incident. Officer arrived on scene and observed a forklift tipped forward with a pallet of shingles on the forks. Officer made contact with the patient who described his injuries, which were consistent with whiplash. North Memorial Paramedics arrived on scene and transported the patient to the hospital.

Crash
December 22

Intersection of Highway 12 and County Line Road, Independence. Officer was dispatched to a property damage crash where a semi-tractor and trailer was jackknifed. Officers arrived on scene and determined there were no injuries. DFD responded to assist with detouring traffic for approximately one hour while the semi was towed out of the ditch.

Utility Problem
December 23

5200 block of Bryant Street, Maple Plain. Officers responded to a water main break. Upon arrival, large amounts of water were seen in the road and pooling up on the railroad tracks. The water was approximately three feet deep. Maple Plain Public Works was able to shut off the water and remedy the issue.

Animal Complaint
December 25

Intersection of County Road 6 and County Road 90, Independence. Officer was dispatched to a loose dog in the area. Reporting party advised the dog was large, white, and shaggy. He was concerned for the dog due to the temperature. Officer checked the area and was unable to locate the dog.

Utility Problem
December 26

5100 block of Oak Street, Maple Plain. Officer was dispatched to the smell of gas in the area. Officer arrived on scene and determined there was a small propane leak. They had been filling a propane tank and it wasn't fitted right causing the leak. They were actively resolving the issue.

Theft Report
December 27

1900 block of County Road 90, Independence. Officer took a theft report regarding the victim purchasing a watch on Facebook Market Place. She paid the asking price and shipping fee of the watch using Venmo. She never received the watch. Case pending further investigations.

Suspicious Activity
December 31

5700 block of Main Street, Maple Plain. Officer was dispatched to suspicious activity in the area. Reporting party was leaving the house and observed a suspicious vehicle driving very slowly down the road. Reporting party followed the vehicle, and it began quickly accelerating. Officer checked the area and observed no obvious signs of criminal activity.

City of Independence

Consideration of Annual City Appointments

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: January 17, 2023

Discussion:

Each year the City selects Council Members, consultants and staff to serve the City and fill roles supporting boards and commissions. The Council has the discretion to make appointments as necessary. The various positions are identified on the attached schedule. Council appointments that have typically changed on an annual basis are highlighted on the attached appointment schedule.

Requested Action:

It is recommended that the City Council discuss and approve the official 2023 appointments by adopting **RESOLUTION No. 23-0117-01**.

ATTACHMENTS: **RESOLUTION No. 23-0117-01**
 Appointment Schedule



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 23-0117-01

**RESOLUTION DECLARING ANNUAL ORGANIZATIONAL
POSITIONS OF THE CITY**

WHEREAS, the City of Independence (the City) annually declares various positions and appointments within the City; and

WHEREAS, the City Council has prepared a list of the appointments.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Independence that it approves the appointments and positions within the City as noted on the schedule attached hereto for 2023.

This resolution was adopted by the City Council of the City of Independence on this 17th day of January 2023, by a vote of _____ ayes and _____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator

City of Independence 2023 Council Appointments

Acting Mayor	Councilor Brad Spencer
Assessor	Hennepin County
Weed Inspector	PW Director Shawn Bode
Assn. of Metro Municipalities	Mayor Johnson
Attorney, Civil	Kennedy & Graven
Attorney, Criminal	Carson, Clelland & Schreder
Auditor	TBD
Civil Defense Director	WHPS Director Gary Kroells
Dog Pound	Crossroads Animal Shelter
Engineer	Bolton & Menk, Inc., Andrew Budde
Fire Department Advisory Boards	
- Maple Plain FD	Mayor Johnson, Councilor Betts, City Admin Kaltsas
- Delano FD	Mayor Johnson, Councilor McCoy, City Admin Kaltsas
- Loretto FD	Mayor Johnson, Councilor McCoy, City Admin Kaltsas
Fire Marshall	Building Official Bruce Satek
Hennepin County Recycling Comm	Administrative Assisstant, Linda Johnson
Highway 55 Coalition	Mayor Johnson
Highway 12 Coalition	Mayor Johnson, Councilor Betts
HRA	Mayor Johnson, Councilors Betts, Spencer, McCoy and Grotting
Lake Minnetonka Cable Commission	Councilor Grotting
Minnehaha Creek Watershed District	Mayor Johnson
Newspaper	Crow River News (official), Pioneer and Delano Herald (optional)
Northwest Hennepin League	Mayor Johnson, Councilors Betts, Spencer, McCoy, Grotting and City Admin Kaltsas
Official Depository	Bank of Maple Plain, Northland Securities, Ehlers & Assoc., League of MN Cities
Pioneer Sarah Watershed	Joe Baker, Alt. Brad Spencer
Planner	Terramark - Mark Kaltsas
Planning Commission Liaison	Councilor Grotting, Spencer as back-up
Public Works Road Liasion	Councilor Spencer
Water Resource Staff	Hakanson/Anderson – Shane Nelson and Craig Jochum
West Hennepin Police Commission	Mayor Johnson, Councilor Betts

If a Councilmember is unable to attend a meeting another Councilmember can go in their place as the representative.

City of Independence

Consideration of Planning Commission Reappointment

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: January 17, 2023

Discussion:

The City annually reviews the terms of all Council and Commission seats. One (1) planning commission seat will have expired on December 31, 2022, for Leith Dumas. Leith would like to continue serving on the Planning Commission for a new three-year term.

Requested Action:

It is recommended that the City Council consider reappointing Leith Dumas to a new three-year term by adopting **RESOLUTION No. 23-0117-02**.

ATTACHMENTS: RESOLUTION No. 23-0117-02



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 23-0117-02

RESOLUTION APPOINTING PLANNING COMMISSION MEMBERS

WHEREAS, the City of Independence (the City) engages advisory bodies to the City Council in addressing planning needs within the community; and

WHEREAS, the commissioner members serve three (3) year terms at the request of the Council; and

WHEREAS, the following commissioner members are seeking reappointment to a new three- year term.

Leith Dumas, Planning Commissioner

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Independence approves the noted appointments to a new term effective January 1st, 2023.

This resolution was adopted by the City Council of the City of Independence on this 17th day of January 2023, by a vote of ____ ayes and ____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator



Elected and Appointed Officials Terms

City Council: (4-year term)

Mayor Marvin Johnson:	term - Jan. 1, 2020 - Dec. 31, 2023	(Began 1980)
Lynn Betts:	term - Jan. 1, 2022 - Dec. 31, 2025	(Began 2001)
Brad Spencer:	term - Jan. 1, 2022 - Dec. 31, 2025	(Began 2009)
Ray McCoy:	term - Jan. 1, 2020 - Dec. 31, 2023	(Began 2016)
Steve Grotting:	term - Jan. 1, 2020 - Dec. 31, 2023	(Began 2016)

Planning Commission: (3-year term)

Robert Gardner:	term - Jan. 1, 2019 - Dec. 31, 2024	(Began 1992)
Hal Tearse:	term - Jan. 1, 2020 - Dec. 31, 2024	(Began 2022 – took over for Tom P.)
Steve Thompson:	term - Jan. 1, 2021 - Dec. 31, 2023	(Began June 2013)
Leith Dumas	term - Jan. 1, 2020 - Dec. 31, 2022	(Began 2017)
Anita Volkenant:	term - Jan. 1, 2021- Dec. 31, 2023	(Began 2019)
Jon-Paul Story, Alternate	term - Aug 8, 2021 - Dec. 31, 2024	(Began 8/10/2021)
Timothy Usset, Alternate	term - May 17, 2022 - Dec. 31, 2025	(Began 5/17/2022)

City of Independence
2023 Fee Schedule Adoption

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: January 17, 2023

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 several fees should be amended based on actual costs of providing services and or administration of the fees in 2022. It is recommended that the City Council consider increasing the fees as follows:

1. Quarterly sewer charges are proposed to be amended in accordance with the City's sewer charge study (updated in January of 2020) using a 3% increase. The City's cash position in the sewer fund continues to increase in accordance with recommended cash balance levels.
 - a. Quarterly sewer access charge: \$250 (\$242 in 22')
 - b. Quarterly availability charge: \$250 (\$242 in 22')

2. The City has reviewed planning application fees and noted that the fee structure has been consistent since 2017. Due to increased costs, the actual price to process an application is now slightly higher than the current base fee covers. In order to provide applicants with a more accurate representation of the actual cost, it is recommended that the fee structure be modified so that the non-refundable fee is increased by \$250, and the escrow is decreased by \$250. This would cause for the total application fee to remain consistent but would modify the refundable and non-refundable fees to more accurately align expectations with actual City costs.
 - a. Type I Planning Application: \$1,500 fee/\$500 escrow (\$1,250/\$750 in 22')
 - b. Type II Planning Application: \$2,000 fee/\$1,250 escrow (\$1,750/\$1,500 in 22')

Council Recommendation:

City Council is asked to consider approval of **RESOLUTION NO. 23-0117-03** adopting the 2023 fee schedule.

Attachments: Proposed Fee Schedule 2023
RESOLUTION NO. 23-0117-03



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 23-0117-03

**A RESOLUTION APPROVING AN 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 17th day of January 2023, by a vote of _____ ayes and _____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator

Exhibit A
(Fee Schedule)

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
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 \$1,250**

- Concept Subdivision, Preliminary Plat (3 lots or more) - (plus \$250 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)**

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	\$	250
Quarterly availability charge	\$	250
(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 under 50 – <i>non-resident</i>	\$	250
Events 50 – 100 – resident	\$	200
Events 50 – 100 – <i>non-resident</i>	\$	400
Events 101 – 150 – resident	\$	300
Events 101 – 150 – <i>non-resident</i>	\$	500
Events 151 – 200 – resident	\$	400
Events 151 – 200 – <i>non-resident</i>	\$	750
Funeral – resident	\$	50

Funeral – <i>non-resident</i>	\$	100
Wedding – resident	\$	400
Wedding – <i>non-resident</i>	\$	1000

CONFERENCE ROOM RENTAL (#)

(seats 25 people)

Rent per day	\$	100
with kitchen	\$	150
per hour	\$	35

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
Commercial, daily - <i>non-resident</i>	\$	300
Individual, daily - resident	\$	75
Individual, daily – <i>non-resident</i>	\$	150
(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 2.75%, PLUS \$0.50 FOR ANY TRANSACTION LESS THAN \$100).

FEE SCHEDULE

Effective September 1, 2003
Updated January 17, 2023



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

City of Independence

Consideration to Authorize City to Apply for Hennepin County Broadband Grant

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: January 17, 2023

Discussion:

The City has discussed the possibility of expanding broadband services to a higher number of our residents. The City has been discussing the possible expansion of services with both Mediacom and Midco broadband companies. At this time, Midco has the potential to expand facilities to the greatest number of Independence residents. Midco would like to apply for grant funds in March of 2023 (MN Boarder to Boarder grant program - DEED) to expand broadband services to approximately 434 homes in the City by 2025. The proposed expansion would be fiber-to-the-home and capable of 5 Gig symmetrical speeds (service area map attached).

It is estimated that the project would be funded as follows:

Total Homes: 434, all considered unserved by MN DEED
Total Project costs: \$2.9MM
Midco Contribution: \$1.49MM
DEED Request: \$1.49MM

The City has the ability to apply for additional contributing funds through the Hennepin County Broadband grant program that is accepting applications through January 31, 2023. The Hennepin County grant will be awarded in amounts from \$25,000 - \$500,000 and can be used to match potential MN Border-to-Border grants. For this request, it is anticipated that any grant funds obtained through the Hennepin County Broadband grant would be applied to reduce the DEED request identified above. It is likely that the City will seek \$200,000-\$250,000 based on a final budget projection which will be provided by Midco prior to the City Council Meeting.

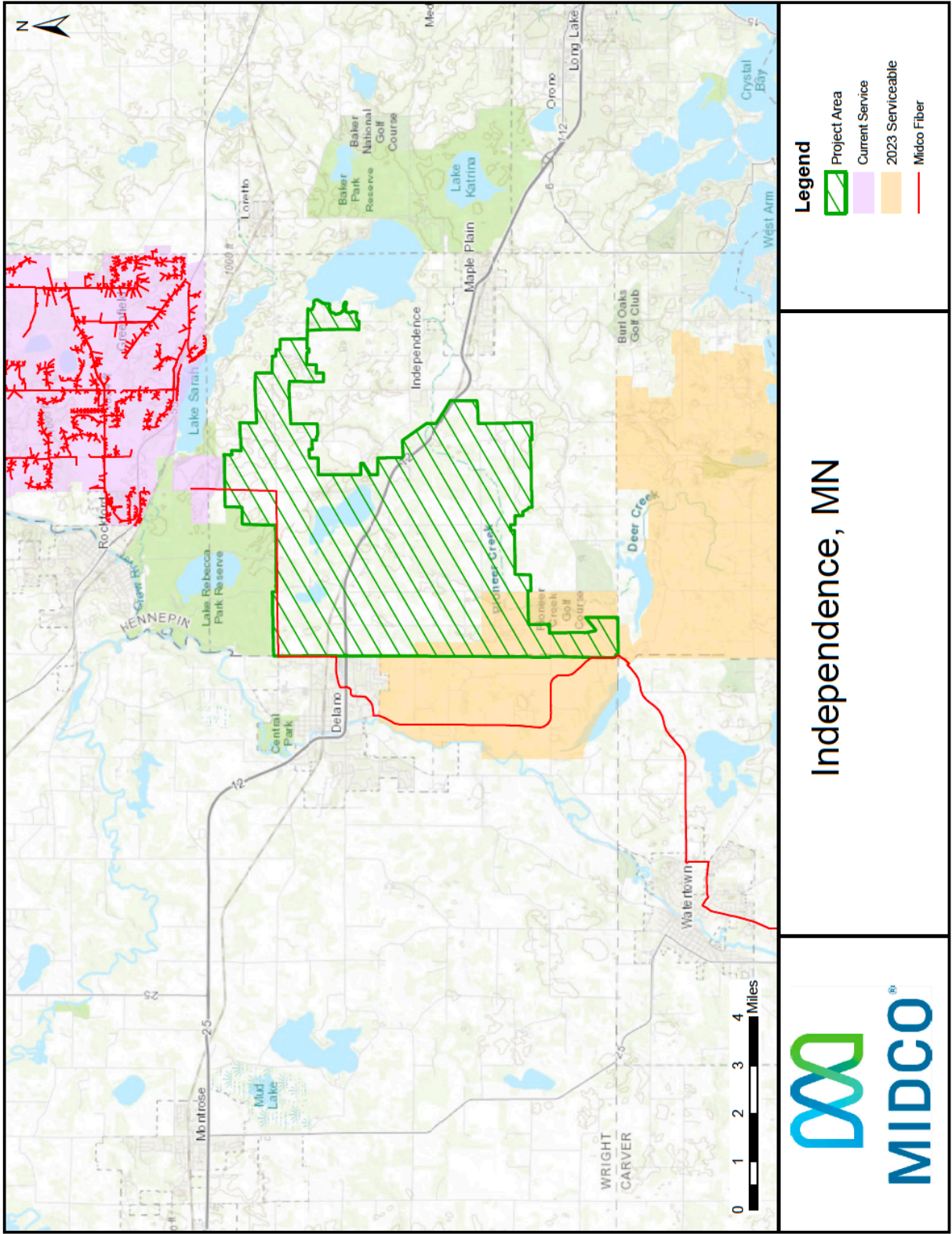
If awarded, Midco would build out the north side of Highway 12 first and then the south side second. Midco believes that they could complete this buildout in 2024. Hennepin County grant recipients would have to complete projects by end of 2024.

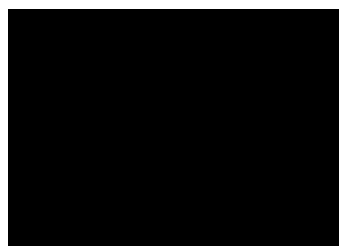
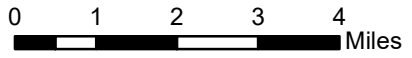
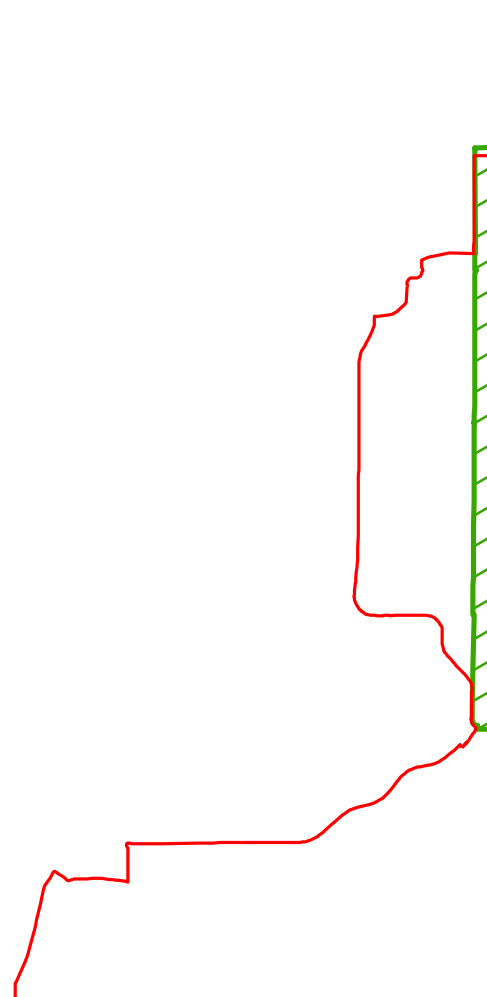
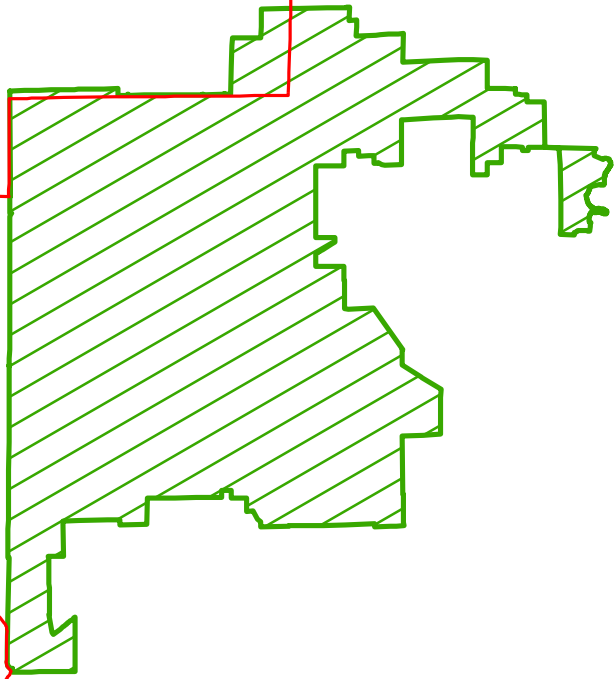
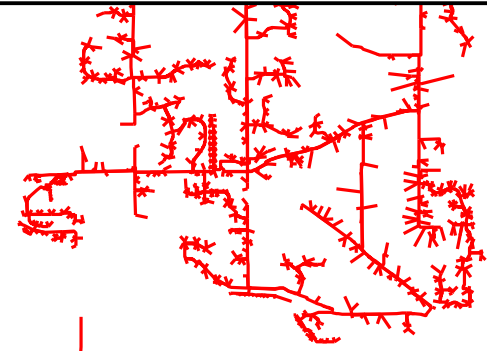
Requested Action:

It is recommended that the City Council consider authorizing staff to make application to Hennepin County seeking funding through the Hennepin County Broadband grant program for use as a potential match for the MN Border-to-Border grant application.

EXHIBIT





Proposed Service Area Map





Independence, MN

Legend

-  Project Area
-  Current Service
-  2023 Serviceable
-  Midco Fiber