



CITY COUNCIL MEETING AGENDA  
TUESDAY APRIL 4, 2023

\*\*\*\*PLEASE NOTE\*\*\*\*

**6:00 PM: LOCAL BOARD OF APPEALS AND EQUALIZATION MEETING**

1. Call to Order
2. Hennepin County Assessor: Present Local Board of Appeals and Equalization Information.
3. Adjourn.

\*\*\*\*\*

**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 March 28, 2023, Regular City Council Meeting.
  - b. Approval of City Council Minutes from the March 28, 2023, Pre-Board LBAE City Council Meeting.
  - c. Approval of Accounts Payable (Batch # 1; Checks Numbered 21921-21932).
5. Set Agenda – Anyone Not on the Agenda can be Placed Under Open/Misc.
  6. Reports of Boards and Committees by Council and Staff.
  7. Consider Approval of Public Works Capital Equipment Purchase in Accordance with Approved Capital Equipment Plan:
    - a. Authorization to Purchase 2018 Used CRAFCO SS125 Crack Seal Melter - Diesel
  8. Open/Misc.
  9. Adjourn.

MINUTES OF A REGULAR MEETING OF  
THE INDEPENDENCE CITY COUNCIL  
TUESDAY, MARCH 28, 2023 – 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 Spencer, Betts, McCoy and Grotting (Virtual)

ABSENT: None.

STAFF: City Administrator Kaltsas, City Administrative Director Simon and WHPS Chief  
Director Kroells

VISITORS: Sam Vandeputte

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 March 7, 2023, Regular City Council Meeting.
- b. Approval of Accounts Payable; (Batch #1 - Checks No. 21883-21900\* and Batch #2 - Checks No. 21901-21910 and Batch #3 - Checks No. 21911-21920, \*Check No. 21894 was Voided due to Printing Error).

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

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

6. REPORTS OF BOARDS AND COMMITTEES BY COUNCIL AND STAFF

**Grotting attended the following meetings:**

- Tour the new Police/North Memorial Garage
- Met with Public Works staff on the road updates

**Spencer attended the following meetings:**

- LMCC summit
- Lake Sarah Clean-up day on the ice

**Betts attended the following meetings:**

- MP Fire Commission
- Police Commission

**McCoy attended the following meetings:**

- MP Fire Commission

**Johnson attended the following meetings:**

- NW League of Municipalities
- LMC Legislative Day
- Kristin Robbins – Town Hall Meeting
- Regional Council of Mayors
- MP Fire Commission
- Orono School Board
- Chamber of Commerce
- Orono Healthy Youth
- NW League Cable Commission Summit
- 50<sup>th</sup> Ag Day Gala
- Sensible Land Use
- Don Reeder (LMC) Meeting
- Police Commission
- U of M Webinar – Care for wind breaks
- Delano School Board Meeting

**Kaltsas attended the following meetings:**

- N/A

**Simon attended the following meetings:**

- LMC Fraud and Abuse
- Pre-Audit meeting with ABDO
- Celebrated Bruce (our building inspector) 18 year anniversary

7. West Hennepin Public Safety – Director Gary Kroells:

- a. Presentation of the January 2022 Activity Report.
- b. Presentation of the February 2023 Activity Report.
- c. WHPS – Advance on Capital Funding Payments to Purchase Squad Cars.

Director Kroells said they had 272 incidents in the month of January 2023. Of that, 182 were in Independence and 70 were in Maple Plain. On January 6<sup>th</sup>, an officer got a call from an elderly woman that was having trouble getting her garbage down to the end of the driveway. The officer assisted her.

In February 2023 they had a total of 289 incidents. There were 167 in Independence and 100 in Maple Plain. In the month of February, there were 3 cases of overdose.

See full police report for more information.

Kroells said that in July of 2022 an officer was in a pursuit that ended in one of their squads to be totaled. They were unable to find a new vehicle due to lack of inventory everywhere. In late December they bought a used squad from South Lake Police Dept. On Jan 19, one of the squads blew a piston. It would cost \$10k to be replaced. It was brought to their attention that there are two vehicles available for purchase in Michigan. The police department is asking the City of Independence to consider paying their CIP upfront that was budgeted for 2023 instead of monthly, so they are able to purchase these two vehicles and have enough vehicles that are needed. The police commission did recommend moving this request forward to council and recommended approval. The vehicles are on hold until council decides.

Kaltsas said that we would prepay this amount instead of paying it monthly and it has already been budgeted.

**Motion by Spencer, seconded by McCoy to approve an advance on Capital Funding Payments to purchase squad cars. Ayes: Johnson, McCoy, Betts, and Spencer. Nays: None. Absent: None. Abstain. Grotting (virtual). MOTION DECLARED CARRIED.**

8. Open/Misc

9. Adjourn

**Motion by Spencer, seconded by Betts to adjourn the City Council Meeting at 7:14 pm. Ayes: Johnson, McCoy, Betts and Spencer. Nays: None. Absent: None. Abstain. Grotting (virtual). MOTION DECLARED CARRIED.**

Meeting Adjourned.

Respectfully submitted,

Amber Simon, Recording Secretary



PRE-BOARD OF REVIEW AND APPEAL- MINUTES  
TUESDAY, MARCH 28, 2023  
6:00 P.M.

1. CALL TO ORDER

Pursuant to due call and notice thereof, a pre-appeal meeting of the Independence City Council/ Board of Review was called to order by Mayor Johnson at 6:00 p.m. in the City Hall Chambers.

2. ROLL CALL

PRESENT: Mayor Johnson, and Councilors Betts, McCoy, Spencer and Grotting (Zoom)  
ABSENT: None  
STAFF: City Administrator Kaltsas, City Administrative Services Director Simon  
VISITORS: Hennepin County Assessor Joby Rausch

3. Hennepin County Assessor Joby Rausch: Present Preliminary Local Board or Appeals and Equalization Information

Joby introduced himself as one of the principle residential appraisers in Hennepin County for the county and the lead appraiser of Independence. He stated that the valuation data comes from sales between October 2021 to September 2022. In that time there were 30 good transactions, down from 33 the previous year. Overall, the sales indicated an average increase of 8.7% of residential sale types. This does not include new construction. Commercial is up about 17%, Industrial is up a little over 37% and Agricultural is up about 7.7%. The tillable increase this year was quite significant this year compared to other years. The increase went from 7,300 to 8,800. Pasture and woods increased from 2,600-2,800. Wetlands stayed relatively flat. Storage condos this year saw a very large increase since this is the first time there has been a sale in a long time. The increase was about 46%. Independence has been quite low for quite some time so that is why it is seeing a larger increase this year.

Rausch said the 2023 assessment is as follows:

The total market value for Independence is \$1,141,772,600 and that includes new construction of \$12,542,900. The net percentage increase for all property types was 8.9% and the gross percentage that would include new construction was at 10.1%.

Property valuation notices were mailed out in early March. Taxpayers with questions or concerns should start by calling the assessors office by phone. They will address any concerns, come out and view the property and if there is still a disagreement, taxpayers are asked to come to the

Local Board of Appeals and Equalization meeting on Tuesday, April 4<sup>th</sup> at 6:00p.m. If owners are not satisfied with the results of the local board, they can always appeal with the county, but they need to start with the local board first.

Johnson asked if Rausch has been working in Independence very long. Rausch said that Mel Potter and himself just recently got a promotion, so they changed jobs and cities. He said he used to cover Rogers and Independence for the last 10 years, but now he is doing Greenfield and Independence. Johnson asked if he was a part of the review last year. Rausch said no and that he came in and had to learn what Mel did and then take it over. He said Mel is still around to help if needed since she knows the city well.

Joby said last year there was an average of 19% increase and this year shows an additional average of 8.7% increase. That number is spotty throughout the city since there are some neighborhoods seeing over 20% increase again such as Providence, Brei Kessel and Polo Club areas. These are the areas people are still paying more money for.

Johnson asked if the homes are keeping their value since homes are not selling as fast as they were in the previous couple of years. Rausch said they haven't done a ton of analysis on that data, but they have noticed that from the end of their sales study to the beginning of February, that sales slowed down. This is the first year Hennepin County has ever appealed to the Department of Revenue on their time adjustment. The Dept. of Revenue wanted to use a lot higher time adjustment than the data was showing. Josh Hoogland put together a lot of data with the I.T. team to prove why HC thought the numbers were too high. Independence was supposed to be a 9% time adjustment and they got them to come down to 2%. A lot of other counties throughout the state followed suit. HC appealed residential, agriculture and commercial properties. Rausch said if they didn't appeal, the numbers would have probably gone up even more.

Rausch said overall, we have received about 42 calls from Independence taxpayers. Most calls were resolved, but some still had further questions.

**Meeting adjourned at 6:24pm**

# City of Independence

## Public Works Capital Equipment Purchase of Crack Sealer

To: City Council  
 From: Mark Kaltsas, City Administrator  
 Meeting Date: April 4, 2023

### Discussion:

The City annually approves a Public Works Capital Equipment plan that projects capital equipment purchases out twenty years. The City has programmed \$35,000 in 2023 to purchase a crack sealer. The City has the funds budgeted and available in accordance with the plan.

Public Works has spent considerable time researching and looking for the best value crack sealer for the City to acquire. Public Works has found a 2018 CRAFCO SS125 Crack Seal Melter – Diesel for sale for \$32,000 which is less than the amount programmed. They have inspected the unit and found it to be in excellent condition including a full replacement of all hoses, filters, and fluids. It should also be noted that it is the identical unit that they have borrowed from Medina and used to crack seal for the past several years.

City of Independence, Minnesota Capital Improvement Plan - Public Works Equipment Fund 403 Schedule of Planned Capital Outlay 2022 to 2027											
				2021	2022	2023	2024	2025	2026	2027	
Department	Year to Replace	Item	Cost	Cost History	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Public works	2018	Shop Sweeper	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public works	2019	(5) 800 MHz Radios	15,000	-	-	-	-	-	-	-	-
Public works	2020	Tandem	250,000	210,000	-	-	-	-	-	-	-
Public works	2021	S-10 Pickup (Replace with 3/4 Ton)	50,000	-	50,000	-	-	-	-	-	-
Public works	2023	Crack Sealer	35,000	-	-	35,000	-	-	-	-	-
Public works	2023	Road Grader Overhaul	40,000	-	-	40,000	-	-	-	-	-
Public works	2024	Road Side Mower (Replacement)	57,000	20,000	-	-	57,000	-	-	-	-
Public works	2024	Tractor & Loader	130,000	130,000	-	-	130,000	-	-	-	-
Public works	2025	New Truck Tandem Axel	250,000	-	-	-	-	250,000	-	-	-
Public works	2027	Lawn Mower	30,000	-	-	-	-	-	-	30,000	-
Public works	2029	Single Axel	200,000	-	-	-	-	-	-	-	-
Public works	2031	Generator	50,000	-	-	-	-	-	-	-	-
Public works	2031	Grader	260,000	-	-	-	-	-	-	-	-
Public works	2034	Pay Loader	150,000	-	-	-	-	-	-	-	-
Public works	NA	Road Packer	-	20,000	-	-	-	-	-	-	-
Public works	NA	Tanks for Tandem	4,422	-	-	-	-	-	-	-	-
Public works	NA	Trailer	-	-	-	-	-	-	-	-	-
				\$ 50,000	\$ -	\$ 75,000	\$ 187,000	\$ 250,000	\$ -	\$ 30,000	

City Staff created a cash flow analysis for the Public Works Equipment Fund through 2027.

City of Independence, Minnesota Cash Flow - Public Works Equipment Fund 403							
	2021	2022	2023	2024	2025	2026	2027
Beginning Balance	\$ 27,655	\$ 156,499	\$ 285,269	\$ 310,124	\$ 186,778	\$ 3,615	\$ 73,793
Transfers in	128,770	128,770	99,855	63,654	66,837	70,179	73,687
Other receipts	-	-	-	-	-	-	-
Expenditures	-	-	75,000	187,000	250,000	-	30,000
Ending Balance	\$ 156,425	\$ 285,269	\$ 310,124	\$ 186,778	\$ 3,615	\$ 73,793	\$ 117,481
Transfers in are from:							
100-43100-720	\$ 60,000	\$ 60,000	\$ 61,800	\$ 63,654	\$ 65,564	\$ 67,531	\$ 69,556
100-49300-720	68,770	68,770	38,055	-	-	-	-
	\$ 128,770	\$ 128,770	\$ 99,855	\$ 63,654	\$ 65,564	\$ 67,531	\$ 69,556

***Recommendation:***

The City Council is being asked to consider approval of the purchase of the 2018 CRAFCO SS125 Crack Seal Melter for \$32,000 and authorize staff to complete the acquisition and sign all applicable agreements relating to the purchase.

***Attachments:***

- 1. Pictures of the Crack Sealer**
- 2. Invoice for Purchase from BrockWhite Construction Materials**







Date February 7, 2023

BW Sales Rep Darrin Nystrom

**Customer** City of Independence

Name Shawn Bode

Address \_\_\_\_\_

City Independence State MN Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

# Quotation

**Project** Used Crafcro SS125 Crack Seal Melter

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Quote valid through \_\_\_\_\_ **30 Days** for delivery prior to \_\_\_\_\_

	BW Product #	Spec Ord		Quantity	UM	Price/Unit	Total
1	43600		USED CRAFTCO SS125 CRACK SEAL MELTER - DIESEL	1	ea	\$32,000.000	\$32,000.00
2			BURNER WITH HEATED HOSE AND WAND				
3			MFG MARCH 2018 - UNIT SOLD AS IS.				
4							
5							
6							
7							
8							
9							
10			**Due to market volatility Brock White reserves the right				
11			to withdraw the quote at anytime				
12							
13							
14							

**Taxes:** Sales Tax or other taxes are not included.

**Delivery:** Unless other terms are noted, all material is FOB nearest Brock White branch. Customer to unload. All promises for delivery are estimated as closely as possible. Best efforts will be made to ship within time promised, but we make no guarantee to do so.

**Payment Terms:** Net 10th prox. Subject to approval of the Brock White's Credit Department. Brock White is a material supplier, not a subcontractor, we will not accept a contract calling for a retainer. A service charge of 1-1/2% per month will be added to all bills not paid in 30 days. This amounts to an annual service charge of 18% a year.

**Field Measurement:** By others

**Other Terms:** Brock White's standard terms and conditions apply, a copy of which will be provided upon request. This quote is subject to acceptance within 30 days, unless otherwise noted on the quote.

**Non-Stock/Special Orders:** Accepted with the understanding that cancellation cannot be made after the order has been placed. Excess material or material ordered by mistake may not be returned. Please request our return policy for additional information.

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_

**Darrin Nystrom 651-398-1740**  
**Brock White Company**

02/07/23  
Date:

***Thank you for your business!***