



**City Council – Meeting Agenda  
April 3, 2018 – 5:30 P.M. – Foley City Hall**

1. Call the meeting to order.
2. Pledge of Allegiance.
3. Approve the agenda.
4. Consent Agenda:
  - Approve minutes of March 6, 2018.
  - Adopt Resolution #2018 – 12 Approve 2017 Transfers.
  - Approve payment of bills.
5. Nancy Kampa – Foley Fun Days
6. 2018 Street Improvements – Financing Plan – George Eilertson, Northland Securities
7. Foley Economic Development Committee – Downtown Planters
8. Discussion on vacant councilmember position.
9. Mayor’s Comments & Open Forum.
  - Presentation of Service – Brian Weis
10. Department Reports:
  - Police Department –Katie McMillin
  - City Engineer – Jon Halter
  - Public Works – Mark Pappenfus
    - Wastewater Operator’s Award
  - Administration – Sarah Brunn
    - Update on Highway 23 turnback property
    - Update on municipal pool
11. Old Business
  - Update on wastewater facility plan.
12. New Business
13. Adjourn

CITY OF FOLEY, MINNESOTA  
REGULAR CITY COUNCIL MEETING – March 6, 2018

The Foley City Council held a regular meeting on March 6, 2018, at 5:30 p.m. at the Foley City Hall.

Members Present: Mayor Gerard Bettendorf, Councilmembers Jeff Gondeck, Kris du'Monecaux, and Gary Swanson.

Members Absent: None.

The pledge of allegiance was recited.

Motion by Swanson, seconded by du'Monceaux, to approve the agenda. Motion carried, unanimous.

**Consent Agenda**

Motion by Gondeck, seconded by Swanson, to approve the consent agenda, which includes the following:

- Approve minutes of February 6, 2018.
- Adopt Resolution #2018 – 09 Accepting Donation.
- Adopt Resolution #2018- 10 Accepting Donation.
- Adopt Resolution #2018-11 Declaring Vacancy.
- Accept resignation of firefighter Richard Cousin.
- Approve promotion of Ashley Holtz to temporary full-time police officer.
- Approve closure of 3rd Avenue on April 21, 2018 for Vet Horse Clinic.
- Approve Indemnification Agreement for Vet Horse Clinic.
- Approve payment of bills paid for with checks #50312 - #50369.

Motion carried, unanimous.

**Norman Avenue N “No Parking” Discussion**

The council was presented with Ordinance 435 amending Section 1010 – Parking. This amendment would create a “no parking” zone between Norman Avenue N and 75<sup>th</sup> Street NE. Motion by du'Monceaux, seconded by Swanson, to adopt Ordinance 435 – Parking. Motion carried, unanimous.

**Discussion on Vacant Council Seat**

An overview of the situation was provided by City Attorney Adam Ripple. Ripple indicated the council has discretion when deciding how to proceed in filling the seat left vacated by the death of Brian Weis. Ripple also indicated if the council does not agree to a candidate the mayor does have the authority to make the appointment. There was discussion on if a temporary candidate is appointed if they would be eligible to run for the seat in the fall. Ripple indicated a temporary appointment could also run for a permanent seat. The council discussed advertising for interest and then reviewing candidates at an upcoming meeting. The council directed staff to have candidates submit letters of interest to the City Administrator and advertise in the Benton County News, on the city website and on Facebook for a period of two weeks. The council will discuss the potential candidates at the April meeting.

## **Mayor's Comments & Open Forum**

No one spoke.

## **Department Reports**

Police Chief Katie McMillin gave an overview of the monthly law enforcement report and the fun with police event. McMillin then presented a quote for squad car cameras. McMillin had planned to address cameras in next year's operating budget, but the county reached out and asked if the City had interest in purchasing along with them. This provides a cost-savings to the city and will also allow for easy storage of video. Motion by du'Monceaux, seconded by Swanson, to approve the camera purchase in 2018. Motion carried, unanimous.

City Engineer Jon Halter updated the council on the 2018 Improvements.

Mark Pappenfus, Public Works Director, updated the council on activities of the public works department and also indicated the skating rink has been shut down. Gondeck asked about the new equipment the department has been testing.

City Administrator Sarah Brunn updated the council on the wastewater facility plan, City Hall improvements and the TA grant application. Brunn also indicated a bill has formulated in a house committee that repeals the wild rice sulfate standard. Since the City is directly affected by this standard staff may be participating in hearings or submitting letters of support. The council will be updated as more information becomes available.

## **Old Business**

Swanson questioned the status of the water leak near Coborn's. Pappenfus indicated they are monitoring it and hoping to address it next week.

## **New Business**

None.

Motion by Gondeck, seconded by Swanson, to adjourn at 5:27 p.m. Motion carried, unanimous.

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Sarah A. Brunn, Administrator

CITY OF FOLEY  
COUNTY OF BENTON  
STATE OF MINNESOTA  
RESOLUTION 2018 - 12

A RESOLUTION PROVIDING FOR TRANSFERS BETWEEN FUNDS

WHEREAS, in conjunction with closing the books for 2017, transfers need to be accomplished; and

WHEREAS, funds are proposed to be transferred to be incorporated into the equipment fund;

WHEREAS, funds are proposed to be transferred from enterprise funds to debt service funds;

NOW THEREFORE BE IT RESOLVED that the Foley City Council hereby approves the following transfer to be incorporated into the 2017 audit report.

1. Transfer \$100,000 from General Fund (Fund 100) to Equipment Fund (Fund 425).
2. Transfer \$20,000 from Water Fund (Fund 601) to 2008 (2012) Refunding Bond Fund (Fund 208).
3. Transfer \$20,000 from Sewer Fund (Fund 602) to 2008 (2012) Refunding Bond (Fund 208).
4. Transfer \$10,000 from Water Fund (Fund 601) to 2015 Bond Fund (Fund 215).
5. Transfer \$10,000 from Sewer Fund (Fund 602) to 2015 Bond Fund (Fund 215).

BE IT FURTHER RESOLVED that the Foley City Council has chosen to keep the additional \$50,000 capital funds in the General fund as it was used for the Birch Drain tile Project which was expensed out of the General Fund in late 2017.

PASSED AND ADOPTED by the City Council of the City of Foley, Minnesota, this 3<sup>rd</sup> day of April, 2018.

ATTEST:

\_\_\_\_\_  
Gerard L. Bettendorf, Mayor

\_\_\_\_\_  
Sarah A. Brunn, City Administrator



150 South Fifth Street  
Suite 3300  
Minneapolis, MN 55402

(800) 851-2920  
(612) 851-5906  
Fax (612) 851-5917

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**DATE:** March 27, 2018

**TO:** Honorable Gerard Bettendorf, Mayor & Members of the City Council  
Ms. Sarah Brunn, Administrator  
City of Foley

**FROM:** George Eilertson, Sr. Vice President  
Northland Securities

**RE:** April 3, 2018 City Council meeting – Review of Upcoming Bond Issue

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I will be attending the April 3<sup>rd</sup> City Council meeting to review the upcoming issuance of general obligation bonds to finance the Dewey Street and Gopher Avenue projects. Following is an overview of the financing process:

**Bond Issue Purpose**

General Obligation Improvement Bonds will be issued to finance the (1) Dewey Street Improvements and the (2) Gopher Avenue Improvements. The bonds will be issued with the City's underlying bond rating. The City has an "A2" rating from Moody's Investor's Service which was most recently assigned to the \$2,875,000 General Obligation Refunding Bonds, Series 2012A. We will work with the Administrator to prepare for the bond rating call associated with the 2018 Bonds. Several highlights from the 2012 bond rating report are:

- Modest tax base of \$110 million (2012)
- Stable financial position with ample General Fund reserves
- Ability and willingness to adjust revenues and expenditures

**Bond Issuance Timeline**

- a. Type of Sale - Public Offering.
- b. Financing Proposals Received      Tuesday, July 17, 2018 @ 10:30 A.M.
- c. Council Consideration of Proposals      Tuesday, July 17, 2018 @ 5:30 P.M.

**Bond Issue Structure**

The new 2018 Bond is structured with a 15 year term. I worked with the City Administrator to review the existing bond issues and the current sources of revenue and cash balances used to make the debt service payments. Based upon this review, we structured the bonds so that the debt service tax levy is level on the existing and upcoming bond issues.

The 2018 Bonds will be structured with a February 1, 2028 call date which allows the City to refinance or prepay part or the entire remaining principal balance from 2029 until the final maturity in 2034.

Thank you.

**City of Foley, Minnesota**

**\$2,675,000 General Obligation Improvement Bonds, Series 2018A**

**(Preliminary A2, BQ Rates, as of 2/22/18)**

**Sources & Uses**

**Dated 06/01/2018 | Delivered 06/01/2018**

**Sources Of Funds**

Par Amount of Bonds	\$2,675,000.00
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<b>Total Sources</b>	<b>\$2,675,000.00</b>
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**Uses Of Funds**

Deposit to Project Construction Fund (Dewey Street)	2,007,328.00
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Deposit to Project Construction Fund (Gopher Street)	593,065.00
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Costs of Issuance	35,000.00
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Total Underwriter's Discount	34,775.00
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Rounding Amount	4,832.00
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<b>Total Uses</b>	<b>\$2,675,000.00</b>
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**City of Foley, Minnesota**

**\$2,675,000 General Obligation Improvement Bonds, Series 2018A**

(Preliminary A2, BQ Rates, as of 2/22/18)

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
06/01/2018	-	-	-	-	-
02/01/2019	-	-	52,960.00	52,960.00	52,960.00
08/01/2019	-	-	39,720.00	39,720.00	-
02/01/2020	35,000.00	2.000%	39,720.00	74,720.00	114,440.00
08/01/2020	-	-	39,370.00	39,370.00	-
02/01/2021	40,000.00	2.000%	39,370.00	79,370.00	118,740.00
08/01/2021	-	-	38,970.00	38,970.00	-
02/01/2022	35,000.00	2.000%	38,970.00	73,970.00	112,940.00
08/01/2022	-	-	38,620.00	38,620.00	-
02/01/2023	40,000.00	2.400%	38,620.00	78,620.00	117,240.00
08/01/2023	-	-	38,140.00	38,140.00	-
02/01/2024	45,000.00	2.400%	38,140.00	83,140.00	121,280.00
08/01/2024	-	-	37,600.00	37,600.00	-
02/01/2025	40,000.00	2.400%	37,600.00	77,600.00	115,200.00
08/01/2025	-	-	37,120.00	37,120.00	-
02/01/2026	230,000.00	2.550%	37,120.00	267,120.00	304,240.00
08/01/2026	-	-	34,187.50	34,187.50	-
02/01/2027	235,000.00	2.750%	34,187.50	269,187.50	303,375.00
08/01/2027	-	-	30,956.25	30,956.25	-
02/01/2028	245,000.00	2.850%	30,956.25	275,956.25	306,912.50
08/01/2028	-	-	27,465.00	27,465.00	-
02/01/2029	330,000.00	2.950%	27,465.00	357,465.00	384,930.00
08/01/2029	-	-	22,597.50	22,597.50	-
02/01/2030	340,000.00	3.050%	22,597.50	362,597.50	385,195.00
08/01/2030	-	-	17,412.50	17,412.50	-
02/01/2031	350,000.00	3.150%	17,412.50	367,412.50	384,825.00
08/01/2031	-	-	11,900.00	11,900.00	-
02/01/2032	230,000.00	3.250%	11,900.00	241,900.00	253,800.00
08/01/2032	-	-	8,162.50	8,162.50	-
02/01/2033	235,000.00	3.350%	8,162.50	243,162.50	251,325.00
08/01/2033	-	-	4,226.25	4,226.25	-
02/01/2034	245,000.00	3.450%	4,226.25	249,226.25	253,452.50
<b>Total</b>	<b>\$2,675,000.00</b>	<b>-</b>	<b>\$905,855.00</b>	<b>\$3,580,855.00</b>	<b>-</b>

**Date And Term Structure**

Dated	6/01/2018
Delivery Date	6/01/2018
First available call date	2/01/2028
Call Price	100.000%

**Yield Statistics**

Bond Year Dollars	\$29,518.33
Average Life	11.035 Years
Average Coupon	3.0687878%

Net Interest Cost (NIC)	3.1865959%
True Interest Cost (TIC)	3.1990024%
All Inclusive Cost (AIC)	3.3442784%

**IRS Form 8038**

Net Interest Cost (NIC)	3.1865959%
Weighted Average Maturity	11.035 Years
Bond Yield for Arbitrage Purposes	3.0570069%

2018A 2.6M Wrap | SINGLE PURPOSE | 2/22/2018 | 3:36 PM

**City of Foley, Minnesota**

**\$2,675,000 General Obligation Improvement Bonds, Series 2018A**

(Preliminary A2, BQ Rates, as of 2/22/18)

**105% Levy**

Date	Total P+I	105% Levy	Less:	Less:	Less:	Equals:	Plus:	Equals:	Levy Year	Collection Year
			Water Revenue	Sewer Revenue	Special Assessment Revenues*	City Net Levy Current Issue	Existing City Net 105% Levy**	Estimated Total City Net Levy		
02/01/2019	52,960.00	55,608.00	38,000.00	27,000.00	-	-	299,380.56	299,380.56	2017	2018
02/01/2020	114,440.00	120,162.00	38,000.00	27,000.00	66,106.30	-	302,866.56	302,866.56	2018	2019
02/01/2021	118,740.00	124,677.00	38,000.00	27,000.00	66,106.29	-	300,635.30	300,635.30	2019	2020
02/01/2022	112,940.00	118,587.00	38,000.00	27,000.00	66,106.30	-	303,654.05	303,654.05	2020	2021
02/01/2023	117,240.00	123,102.00	38,000.00	27,000.00	66,106.30	-	301,008.05	301,008.05	2021	2022
02/01/2024	121,280.00	127,344.00	38,000.00	27,000.00	66,106.31	-	298,362.07	298,362.07	2022	2023
02/01/2025	115,200.00	120,960.00	38,000.00	27,000.00	66,106.30	-	300,682.57	300,682.57	2023	2024
02/01/2026	304,240.00	319,452.00	38,000.00	27,000.00	66,106.31	188,345.69	112,840.30	301,185.99	2024	2025
02/01/2027	303,375.00	318,543.75	38,000.00	27,000.00	66,106.31	187,437.44	113,890.30	301,327.74	2025	2026
02/01/2028	306,912.50	322,258.13	38,000.00	27,000.00	66,106.29	191,151.84	109,480.31	300,632.15	2026	2027
02/01/2029	384,930.00	404,176.50	38,000.00	27,000.00	66,106.30	273,070.20	34,000.00	307,070.20	2027	2028
02/01/2030	385,195.00	404,454.75	38,000.00	27,000.00	66,106.30	273,348.45	34,000.00	307,348.45	2028	2029
02/01/2031	384,825.00	404,066.25	38,000.00	27,000.00	66,106.30	272,959.95	34,000.00	306,959.95	2029	2030
02/01/2032	253,800.00	266,490.00	38,000.00	27,000.00	66,106.31	135,383.69	-	135,383.69	2030	2031
02/01/2033	251,325.00	263,891.25	38,000.00	27,000.00	66,106.30	132,784.95	-	132,784.95	2031	2032
02/01/2034	253,452.50	266,125.13	38,000.00	27,000.00	66,106.30	135,018.83	-	135,018.83	2032	2033
<b>Total</b>	<b>\$3,580,855.00</b>	<b>\$3,759,897.75</b>	<b>\$608,000.00</b>	<b>\$432,000.00</b>	<b>\$991,594.52</b>	<b>\$1,789,501.03</b>	<b>\$2,544,800.07</b>	<b>\$4,334,301.10</b>		

\*Assumes \$682,011 in principal spread in even payments for a term of 15 years with an interest rate of 5.00%, which is 2.0% over the average coupon.

\*\* Estimated City Net Levy for the City's Outstanding 2011A, 2012A, and 2015A Bonds. The levy calculation is based on the debt service schedule for each of the remaining Bonds reduced by: the outstanding assessments remaining for each of the Bonds, the utility revenue pledged for the 2015A Bonds, and the cash and investment balance reported by the City as of 1/1/17. This schedule assumes that the City will spend down any cash and investment balance on the outstanding Bonds to reduce the tax levy until the cash and investment balance has been depleted. These figures are only estimates and may change due to a variety of factors including pre-payment or delinquent assessments on any of the three outstanding Bond issues.



**CITY OF FOLEY, MINNESOTA**  
**Analysis of Existing Bond Issues (with 2018 Dewey Street & Gopher Avenue Bond Issue Debt Service Included)**

- Annual Debt Service Payment Schedule -										- Annual Revenue Sources -									
Mo. Year	Principal	Coupon	Interest	Payment	Statutory 105%	Total Required	Year	Sewer Revenues	Water Revenues	Storm Swr. Revenues	Special Assessments	Capitalized Interest	Year Certified	Tax Levy Cycle			Fund Balance		
														Collected	Year	Levies		Other Payments	Transfer
2016	345,000	-	91,620	436,620	21,831	458,451	2016	20,000	20,000	0	124,179	0	2014	2015	334,271	0	1,128,432		
2017	390,000	-	130,765	510,765	25,538	536,303	2017	30,184	30,184	0	141,449	0	2015	2016	374,485	0	1,168,431		
2018	425,000	-	108,220	533,220	26,661	559,881	2018	30,000	30,000	0	72,139	0	2016	2017	402,049	0	1,208,429		
2019	415,000	-	151,900	566,900	25,697	592,597	2019	57,000	68,000	0	66,128	0	2017	2018	299,381	0	1,182,735		
2020	475,000	-	169,450	644,450	32,223	676,673	2020	57,000	68,000	0	134,234	0	2018	2019	302,867	0	1,082,647		
2021	475,000	-	158,825	633,825	31,691	665,516	2021	57,000	68,000	0	134,234	0	2019	2020	300,635	0	968,075		
2022	485,000	-	149,250	633,250	31,663	664,913	2022	57,000	68,000	0	134,234	0	2020	2021	303,654	0	862,428		
2023	495,000	-	137,180	632,180	31,609	663,789	2023	57,000	68,000	0	134,234	0	2021	2022	301,008	0	760,404		
2024	505,000	-	125,750	630,750	31,538	662,288	2024	57,000	68,000	0	134,234	0	2022	2023	298,362	0	656,857		
2025	520,000	-	113,525	633,525	31,676	665,201	2025	57,000	68,000	0	134,234	0	2023	2024	300,683	0	552,165		
2026	400,000	-	100,590	500,590	25,030	525,620	2026	37,000	48,000	0	100,746	0	2024	2025	301,186	0	446,880		
2027	410,000	-	88,625	498,625	24,931	523,556	2027	37,000	48,000	0	100,746	0	2025	2026	301,328	0	333,746		
2028	425,000	-	75,863	500,863	25,043	525,906	2028	37,000	48,000	0	100,746	0	2026	2027	300,632	0	257,736		
2029	405,000	-	62,243	467,243	23,362	490,605	2029	37,000	48,000	0	78,947	0	2027	2028	307,071	0	151,665		
2030	415,000	-	50,070	465,070	23,254	488,324	2030	37,000	48,000	0	78,947	0	2028	2029	307,349	0	134,637		
2031	425,000	-	37,263	462,263	23,113	485,376	2031	37,000	48,000	0	78,947	0	2029	2030	306,960	0	120,169		
2032	230,000	-	23,800	253,800	12,690	266,490	2032	27,000	38,000	0	66,106	0	2030	2031	135,384	0	63,844		
2033	235,000	-	16,325	251,325	12,566	263,891	2033	27,000	38,000	0	66,106	0	2031	2032	132,785	0	63,844		
2034	245,000	-	8,453	253,453	12,673	266,125	2034	27,000	38,000	0	66,106	0	2032	2033	135,019	0	63,844		
7,710,000			1,798,715	9,508,715	472,788	9,981,503		782,184	958,184	0	1,948,696	0			5,445,108	0			

**Note: % of total debt service (column #3) maturing within ten years** 62% (14)

**Note: % of principal (column #1) maturing within ten years** 59% (13)

- (1) Indicates the total Principal payment due annually for all bond issues.
- (2) Indicates the total Interest payment due annually for all bond issues.
- (3) Combines the Principal and Interest payments due annually for all bond issues.
- (4) Indicates the Statutory 0% debt service coverage requirement for General Obligation debt (as per Minnesota Statutes § 475).
- (5) Combines the Payment and the 0% Coverage columns for total annual payment requirement.
- (6) Indicates the annual anticipated sewer rates as a revenue source.
- (7) Indicates the annual anticipated water rates as a revenue source.
- (8) Indicates the annual anticipated storm sewer rates as a revenue source.
- (9) Indicates the annual anticipated special assessments as a revenue source.
- (10) Indicates the annual anticipated capitalized interest as a revenue source.
- (11) Indicates the annual anticipated tax levies as a revenue source.
- (12) Indicates the annual anticipated payments from Other revenues sources.
- (13) Indicates the annual anticipated transfers from other debt service funds as a revenue source.
- (14) Indicates the year end annual debt service Fund Balance following payment of Principal and Interest from expected revenue sources.

**Foley Economic Development Task Force**

Meetings – 3<sup>rd</sup> Tuesday of each month

Foley City Hall – 12:00 p.m.

**Members:**

Brian Laverdiere

Jim Martinson

Leslie LeCuyer

Bill Kalton

Sarah Brunn

Ryan Christansen

Jessica Bitz

Amanda Strang

Teresa Baert

John Uphoff

**Downtown Planters**

This project began as a discussion for the addition of flowers and/or a vegetable garden in the downtown district. In years prior, the city had planters available but due to their condition, age and size they have been discontinued. Benton County has a grant program the committee is considering applying to for the purchase of planters for the downtown district made of recyclable material (SCORE grant process). The grant program requires a 25% match. This can be achieved through cash participation and in-kind donation.

The committee desires to apply for the grant and donate the planters to the city. Discussions have been had with public works on moving and storing the planters for each subsequent year. In addition, the committee will be requesting assistance from the chamber to help with the purchase of flowers each year. The committee will seek assistance for the maintenance (planting/watering) of the flowers from local organizations such as the boy's scouts, garden club or existing downtown business owners.

The committee is requesting participation from the city. We respectfully request a one-time donation of \$500 to fund a portion of the match. We also request in-kind assistance from city staff to assemble the planters and move and store them for their life cycle.

Members of the committee will be available to answer questions you have the council meeting.

Thank you.

Members of the Economic Development Task Force

**Kirby Built**  
Made in the USA



Dress up your landscape!  
36 color combinations!

Long-lasting recycled  
plastic is UV, moisture  
and insect-resistant



**SALE PRICE \$888<sup>85</sup> ea.**  
+ shipping

APL0634

Select one panel color & one frame color



## Panel Design Planters

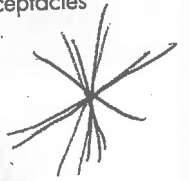
- Tongue-and-groove construction
- Choose your size, panel color and frame color
- Designed for outdoor use
- Coordinating receptacles on pgs. 48-51



Recycled Milk Jugs



Eco-Friendly Design



KPL0614

## Olympia Planter

- An attractive, weather-resistant planter
- Durable recycled plastic construction
- Stainless steel hardware
- No rotting, splintering or breaking
- No assembly required
- Matching trash receptacle see pg. 46



Recycled Milk Jugs



Eco-Friendly Design



Matching benches  
see pg. 15

**SALE PRICE \$223<sup>85</sup> ea.**  
+ shipping

APL2000

Available colors



MODEL #	DESCRIPTION	DIMENSIONS	WEIGHT	PRICE	SALE PRICE
<b>PANEL DESIGN PLANTERS</b>					
APL0614	Single Planter Box	19.5" sq. x 18.5" h	30 lbs.	<del>\$ 509.00 ea.</del>	<b>\$442.85 ea.</b>
APL0624	Double Planter Box*	37.5" l x 19.5" w x 18.5" h	50 lbs.	<del>\$ 754.00 ea.</del>	<b>\$655.85 ea.</b>
APL0634	Triple Planter Box	55.5" l x 19.5" w x 18.5" h	72 lbs.	<del>\$1,022.00 ea.</del>	<b>\$888.85 ea.</b>
<b>RAVINIA PLANTER</b>					
APL2000	Planter	28.25" dia. x 26" h	36 lbs.	<del>\$ 257.00 ea.</del> + shipping	<b>\$223.85 ea.</b> + shipping

\*not shown

42 Planters | Order by phone: 855.396.5951 | Order by fax: 1.630.761.0231

## **SCORE GRANT REQUIREMENTS**

- In applications which propose the use of recycled material; the percentage of recycled material content must be broken down. (e.g. Project installing plastic bench: Total project cost \$350. Bench cost \$250 installation \$100. Bench is constructed of plastic boards which are 70% plastic consumer waste and 30% virgin plastic)
- Application must be post marked/submitted by **January 12, 2018** to the address below.
- The grant requires a 25% cash and/or in-kind match. The match must be documented (e.g. receipts, payroll, etc.)
- The grant reimburses project expenditures.
- Expenditures must take place during the grant period of January 1 through December 31, 2017.
- Deadline to submit expenditure documents for reimbursement is December 31<sup>st</sup>, 2017.
- Expenditures in December will need to be prepaid.
- Grant funds used to purchase equipment and/or fixtures will require a UCC Financing Statement and a Purchase Money Security Agreement Forms.

**\*Purposes for which money may be spent:** (State Statute Section 115A.557 Subd. 2)

- 1) reduce the amount of solid waste generated;
- 2) recycle the maximum amount of solid waste technically feasible;
- 3) create and support markets for recycled products;
- 4) remove problem materials from the solid waste stream and develop proper disposal options for them;
- 5) inform and educate all sectors of the public about proper solid waste management procedures;
- 6) provide technical assistance to public and private entities to ensure proper solid waste management;
- 7) provide educational, technical and financial assistance for litter prevention;
- 8) process mixed municipal solid waste generated in the county at a resource recovery facility located in Minnesota;
- 9) compost source-separated compostable materials, including the provision of receptacles for residential composting;
- 10) prevent food waste or collect and transport food donated to humans or to be fed to animals; and
- 11) process source-separated compostable materials that are to be used to produce Class I or Class II compost as defined in MN Rules, part 7035.2836, after being processed in an anaerobic digester, but not to construct buildings or acquire equipment.

Jack Brosh  
453 Stanley Dr  
Foley, Mn 56329  
(320)980-7244  
jackmbrosh@hotmail.com

Sarah Brunn  
City Administrator  
City of Foley  
251 4<sup>th</sup> Avenue N  
PO Box 709  
Foley, MN 56329  
(320)968-7260

Dear Ms. Brunn

I am writing to express my interest in the interim city council position. I have resided within the city for the past eight years at 453 Stanley Drive.

I am employed with Benton County Public Works, for the last four years, as an Operating Engineer/Sign Technician/County Agriculture Inspector. I previously worked for the State of Minnesota/Corrections for twenty years. I worked in Sherburne, Mille Lacs and Benton Counties as a Sentence to Service Crew Leader. During this time, I worked with every City Maintenance Department within these Counties, completing various projects.

My current job duty as the Ag Inspector allows me to interact with the public daily. I have to be professional and courteous with these individuals, as being a County employee, everyone is my boss. When there is a conflict, a peaceful resolution must be agreed upon, no matter which party is right or wrong. My job duty as the Sign Technician allows me to be an integral part of construction projects. Whenever the County rebuilds a road, I have to install the signage and make sure all ADA compliances are met.

I feel my leadership and communication skills are my strongest assets. I have twenty-four years of experience supervising employees, with a common sense approach. I am always willing to learn and love to challenge myself daily. I would be a great asset for the City of Foley.

Sincerely,



Jack Brosh

LETTER OF INTENT

March 23, 2018

I, JOSEPH BUHS, am interested in the Foley City Council seat. I was raised in foley and now currently reside here. I am a registered voter. My interest in the position is to take an active role in our community to help see it into the future for our children.

Currently, I work full time as an auto service technician at D and P RAPIDS REPAIR in sauk rapids. I have a degree in automotive service at SAINT CLOUD TECHNICAL COLLEGE.

Thank you for taking time to review my letter of intent.

Sincerely,

JOSEPH BUHS

FOLEY, MN 56329

Mike KASNER

SARAH,

I would like to apply  
for the interim term on the  
City Council. I believe that  
everyone has an opinion, Facts  
Prevail, and The money isn't MINE

March 20, 2018

Dear Mr. Mayor and Councilmembers,

It would be an honor and a privilege to serve the city of Foley as a city councilmember, especially in the footsteps of Mr. Weis. I have lived in Foley my entire life graduating from Foley High School in 2013. I received my Bachelor of Science degree in Political Science and International Relations from St. Cloud State University in August of 2016. I anticipate receiving my Master of Science degree in Public Administration from St. Cloud State University at the end of this year.

I hope to gain invaluable experience from this position while bringing a different perspective to the table. Engaging the community would be at the forefront of my time on the Council. Thank you for your time and consideration.

Sincerely,

Kayla Koscielniak

(320)293-6320



ROSALIE MUSACHIO  
ATTORNEY AT LAW

March 23, 2017

Attorney At Law  
P.O. Box 623  
Foley, MN 56329

Dear Sarah Brunn,

Please consider this my formal application to apply for the vacant City Council seat in Foley. I refer you to my prior application for my personal information. I remain interested in the current issues facing City Council including but not limited to new or improved sewer construction, the Safe route to School grant and improving the safety of Highway 23 through our city.

Thank you for your consideration.

Sincerely,

Rosalie Musachio

Enclosure

ATTORNEY AT LAW  
P.O. BOX 623  
FOLEY, MN 56329 [MUSACHIOLAW@GMAIL.COM](mailto:MUSACHIOLAW@GMAIL.COM) | 419-535-5607

Amanda Wilken  
250 3<sup>rd</sup> Avenue  
Foley, MN 56329  
320-291-8256

January 17<sup>th</sup>, 2017

To Whom it May Concern,

I am writing today to formally request consideration for the vacant city council seat. I participated in the election for the year 2017 and placed 3<sup>rd</sup> among six applicants. While running for office, I paid to enter the race, completed the necessary paperwork, as well as appeared on the city forum for questioning. I have done a large amount of legwork already to prove myself interested in the seat and the residents of the city have already favored my name in the election.

I have lived in Foley for roughly 3 years near the downtown area. Previously, I was a resident of Sartell, MN. I believe that I bring representation to the women, parents, and younger generation of Foley. Currently, I am a member of the planning commission and the safety committee. I am also looking to get involved with the safe routes to school group.

If elected, I will work hard to give voice to all of the residents of Foley by continuing my high attendance and participation in meetings. It would be a privilege to serve and my appointment would support the honor of the electoral system.

Sincerely,

Amanda Wilken

**TO:** FOLEY CITY COUNCIL  
**FROM:** SARAH BRUNN, CITY ADMINISTRATOR  
**SUBJECT:** 04-03-18 COUNCIL MEETING  
**DATE:** MARCH 29, 2018

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### **Consent Agenda**

A transfer's resolution is included in your packet. These transfers need to be made prior to the audit. You will see transfers related to capital expenses and enterprise fund transfers related to debt service payments. These transfers were a part of the approved budget. One small change is that we retained some of the capital funds in the general fund as we made capital expenditures out of that fund versus the capital funds.

### **Foley Fun Days – Nancy Kampa**

Nancy Kampa will be at the meeting requesting use of the streets for Fun Days 2018. The major item to note about Fun Days is the impact the construction will have on activities like the parade and 5k. City staff has been working closely with the Civic Group and carnival on these items.

### **2018 Street Improvements Financing Plan – George Eilertson, Northland Securities**

Mr. Eilertson from Northland Securities will be at the meeting to overview the projected debt service for the 2018 project. We have been working on preparing for this debt service for over a year and are very pleased to report we will be able to wrap it within our existing bonds. This wrap will allow for very minimal change to our existing debt service levies moving forward. Keeping consistent debt service levies was of high importance to staff as we anticipate financial impact in the future with other projects such as the wastewater expansion. This debt service also requires a commitment of the enterprise funds moving forward. Please note the dates on the memo for bond proposals and council consideration may be slightly adjusted due to meeting schedules. This will be finalized as we move forward.

### **Discussion on Downtown Planters – Economic Development Committee**

The economic development committee is a subcommittee of the Thriving Communities program. A large focus of this committee is downtown revitalization. To complement our improved streets and new benches the committee would like to apply for a SCORE grant from Benton County to be used to purchase flower planters for the downtown area. The committee is working with city staff to find an appropriate planter that will complement the benches. In your packet is a request and more information on the planters and SCORE process. Benton County still has available funds for this project so it is possible the committee could get funded this year. Staff has also reviewed the monetary request and is comfortable finding funds in the general fund for this purpose.

### **Discussion on Vacant Councilmember Position**

We received 6 letters of interest for the position. The council should discuss how to proceed in the process. The council can make the appointment immediately, take more time to review the applicants or develop another step to the process such as a questionnaire or interview. Once the appointment is made the member can be sworn in immediately.

## **Swimming Pool**

We met with our existing pool manager a few weeks ago and at the time were notified that she would not be able to return and manage our pool for the upcoming season. Since time is short we decided to post an assistant manager position immediately and work on a transition. Our outgoing manager will be able to get the pool up and running and will help transition a new manager coming in and hopefully completely pass off the responsibilities sometime this summer. We anticipate having a new manager on board by May and will update the council at the next meeting.

## **Update on wastewater project**

Work continues on the wastewater antidegradation review. Staff recently had a conference call and prepared additional information to be provided to the legal staff assisting us with the process. This information included sampling data, projected flows, estimated rate impacts, etc.

In addition, the council should be aware that the MPCA did recently file a response to the judge's ruling disapproving the new sulfate standard. The MPCA is requesting that the judge now approve their new standard.

We also continue to follow the legislative committee process for a bill that would completely remove the sulfate standard and start over. It has been through a few committees but has not had any floor hearing at this time.

Staff will provide any additional updates at Tuesday's meeting.

## **Water/Sewer Reminders**

The deadline is this week for 1<sup>st</sup> quarter water/sewer bills. Please keep in mind the council did approve an increase in the late penalty to \$25 and this increased penalty will be assessed moving forward.

## **Safe Routes to School Planning Grant**

I am very excited to report that we have been officially awarded a safe routes to school planning grant! We are extremely excited to get working on this project. Please keep your eyes peeled for more information coming this spring and summer!

## **Upcoming Reminders**

- Planning Commission Meeting – April 9<sup>th</sup> @ 6:30pm
- City Audit scheduled for April 16-18, 2018.
- Boy Scouts Spring Clean-up – April 21<sup>st</sup>