



**City Council – Meeting Agenda
October 1, 2019 – 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 September 3, 2019.
 - Accept resignation of Jennifer Simon from Foley Library Board.
 - Approve part-time police officer eligibility list.
 - Approving hiring of #1 on part-time police officer eligibility list.
 - Accept resignation of Angie Milo, School Resource Officer.
 - Approve Final Safe Routes to School plan.
 - Approve payment of bills.
5. Public Hearing – Dan & Tracy Hanes – Conditional Use Permit for Outdoor Storage & Display
 - Adopt Resolution #2019-13 Approving Hanes CUP
 - Approve Site Plan for construction of shed.
6. Blow Molded Specialties (UMI Real Estate, Inc.) – Site Plan Approval for Building Addition.
 - Approve Declaration of Restriction.
 - Approve Site Plan for Building Addition.
7. Foley American Legion – Discussion on veteran’s memorial.
8. Discussion on 160 3rd Avenue W – Consider zoning amendment for daycare operation.
9. Update/Discussion on Downtown Art Project Grant.
10. Update/Discussion on wastewater project.
 - Approve solicitation for RFP (Qualifications-Based).
11. Mayor’s Comments & Open Forum
12. Department Reports:
 - Police Department –Katie McMillin
 - City Engineer – Jon Halter
 - Public Works – Mark Pappenfus
 - Approve purchase of Trac Vac Lawn Bagger.
 - Approve purchase of Bobcat Snowblower
 - Administration – Sarah Brunn
 - Discussion on library board vacancy.



**City Council - Meeting Agenda
October 1, 2019 - 5:30 P.M. - Foley City Hall**

13. Old Business

14. New Business

- Update from Personnel Committee on School Resource Officer.

15. Joint Meeting with Foley Library Board - To Begin at 6:30pm or shortly thereafter.

16. Adjourn

CITY OF FOLEY, MINNESOTA
CITY COUNCIL MEETING – September 3, 2019

The Foley City Council held a regular meeting on September 3, 2019, at 5:30 p.m. at the Foley City Hall.

Members Present: Mayor Gerard Bettendorf, Councilmembers Jeff Gondeck, Rosalie Musachio, Gary Swanson and Jack Brosh.

Members Absent: None

The pledge of allegiance was recited.

Motion by Swanson, seconded by Gondeck, to approve the agenda. Motion carried, unanimous.

Consent Agenda

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

- Approve minutes of August 6, 2019.
- Approve minutes of August 20, 2019.
- Approve contract for deed with Eugene Paul & Properties, LLC.
- Approve Amendment to South Side Estates Development Agreement.
- Adopt Resolution #2019-12 Adopting Reassessments of South Side Estates.
- Approve hiring process for part-time police officers.
- Approve payment of bills paid for by checks #51544 -#51598.

Motion carried, unanimous.

Foley Fire Relief – Bryan Moshier

Moshier updated the council on the activity of the fire relief and indicated investments have fluctuated but the fund is in a healthy position with no concerns. There was discussion on future retirements. Moshier asked for the council to accept the report. Motion by Gondeck, seconded by Swanson, to accept the report. Motion carried, unanimous.

Discussion on 2020 Budget

Motion by Gondeck, seconded by Swanson, to adopt Resolution #2019-11 Adopting Preliminary Levy. Motion carried, unanimous.

Update/Discussion on wastewater project.

City Administrator Sarah Brunn updated the council on a potential Federal grant opportunity. This grant opportunity requires the city to follow Federal procurement guidelines and staff is recommending on waiting on ordering design until we can determine the process will meet the standards. The grant potential is millions of dollars. In addition, the City is working with the City of St. Cloud on obtaining a letter supporting the project.

Mayor's Comments and Open Forum

No one spoke.

Department Reports

Police Chief Katie McMillin reviewed the monthly law enforcement report. McMillin indicated a senior fraud class will be held with the Benton County Sheriff's Office at Foley City Hall on September 24. McMillin also indicated a part-time hiring process for police officers will begin shortly.

City Engineer Jon Halter presented the design contract for the Highway 25 trail. The costs are anticipated to be approximately \$6,800 higher than initially proposed as part of the initial grant due to the fact that the Federal requirements have to be completed twice for the project. Halter indicated there may be some potential costs savings in the Highway 23 side in the future with the fact MnDOT will be doing a lot of the engineering work for that project. Motion by Brosh, seconded by Musachio, to approve the design agreement. Motion carried, unanimous.

Halter updated the council on the alley project. Brosh questioned if we have paid everything out for the Dewey project since shouldering is not complete. Staff is still working on getting that complete.

Public Works Director Mark Pappenfus updated the council on the activities of the department including jetting and playground installation. Musachio expressed concern with the old slide in Holdridge Park and asked if it could be removed. Public Works will look into it.

City Administrator Sarah Brunn updated the council on staff comments submitted to Benton County regarding solar projects occurring in the county. Brunn also indicated a few applications that will be heading to the planning commission next week.

Old Business

Brunn presented an interim moratorium ordinance on manufactured/modular homes. Planning did indicate support in making this recommendation to allow more time to look into these definitions. Motion by Gondeck, seconded to adopt Ordinance #445 – Interim Ordinance Establishing Moratorium on Manufactured Homes, Manufactured Home Parks and Modular Homes. Motion carried, unanimous.

Brunn updated the council on the unlicensed rental property in the city. Legal is looking for direction on if we would like to proceed with a lawsuit. Motion by Gondeck, seconded by Swanson, to move forward with prosecution if no response or remedy is made by the end of the week. Motion carried, unanimous.

Brunn also included a letter from a property owner regarding sump pumps and asked the council if there is anything else they would like staff to follow up on. There was discussion on the improvements that were made. Staff is hopeful the latest improvements will help.

New Business

Motion by Gondeck, seconded by Musachio, to close Penn Street on October 4 for the homecoming parade. Motion carried, unanimous.

Motion by Swanson, seconded by Gondeck, to adjourn. Motion carried, unanimous.

Sarah A. Brunn, Administrator

From: [Jennifer Simon](#)
To: [Sarah Brunn](#)
Subject: Resignation to library board
Date: Friday, September 13, 2019 4:51:16 AM

Please except my resignation to the Foley Library Board due to moving. It has been a pleasure working with you and getting a chance to learn new things and meet new people. --Jennifer Simon

Part Time Hiring List

9/2019 – 9/2020

- 1. Alexander Skluzacek
- 2. Adam Goerger
- 3. Raul De La Cruz
- 4. Brian Kothman
- 5. Adam Nelson

Angela Milo

555 Central Ave. S. #8

Milaca, MN 56353

(320)905-1483

09/23/2019

Dear Chief McMillin,

Kindly accept this letter as my resignation from the Foley Police Department as a police officer. My last day with the department will be on Sunday, October 6th, 2019.

Thank you for the opportunity to work at the Foley Police Department for the last one and one half years. It has provided me with experience and knowledge that will greatly benefit me in my new endeavor.

If there is anything I can do to help with the transition due to my leaving, please let me know.

Respectfully yours,

A handwritten signature in cursive script that reads "Angela Milo". The signature is written in dark ink and is positioned above the printed name.

Angela Milo

Bills List - October 1, 2019

Gross Salaries	Payroll - 9/13/19	\$	26,613.72
EFTPS	Federal Withholding	\$	4,801.14
MN Dept of Revenue	State Withholding	\$	1,026.29
State Treas. PERA	PERA	\$	4,959.42
Nationwide	Deferred Comp	\$	695.00
Pacific Life Ins	Deferred Comp/Roth IRA	\$	80.00
Further	HSA Contribution	\$	465.00

Gross Salaries	Payroll - 9/27/19	\$	26,916.15
EFTPS	Federal Withholding	\$	4,792.54
MN Dept of Revenue	State Withholding	\$	1,026.94
State Treas. PERA	PERA	\$	5,066.25
Nationwide	Deferred Comp	\$	695.00
Pacific Life Ins	Deferred Comp/Roth IRA	\$	80.00
Further	HSA Contribution	\$	465.00

To Be Paid - 10/1/19

Alert-All Corp	FD Open House Supplies	\$	709.00
All-Spec Services	Building Inspections Services	\$	132.96
Auto Value	Pool, FD, Sewer, & Street Supplies	\$	462.68
Benton County Attorney	August Legal Fees	\$	1,001.00
Benton County Highway Dept	PD Fuel	\$	838.55
Benton County Recording Office	Recording South Side Estates & Utility Easement	\$	92.00
Boyer Trucks	Snow Equip Repair	\$	109.54
Central McGowan	FD & PD Medical Equipment	\$	113.86
Cintas	Uniforms & Mats	\$	391.80
Cloudnet	Server Fee	\$	10.00
Coborn's	Office & Cleaning Supplies	\$	167.54
Collins Brothers Towing	PD Impounded Vehicle Towing	\$	125.00
Core & Main	Water Supplies	\$	150.10
Delta Dental	Employee Dental Insurance	\$	1,026.20
Diamond Vogel	Sidewalks & Crosswalks Repairs	\$	338.75
Ess Brothers & Sons Inc	Sewer Supplies	\$	1,624.70
Farm-Rite Equipment	Skating Rink & Sidewalk Maint	\$	1,009.48
Fire Catt	FD Hose Testing	\$	2,922.75
First National Bank of Omaha	Credit Card Purchases	\$	1,638.52
Foley Fire Relief Fund	2019 Annual Contributions	\$	7,500.00
Foley Fuel & Lumber	Park & Street Improvements	\$	1,233.06
Foley Hardware	Park, Sewer, Street, Water, Pool & Shop Supplies	\$	202.09
Foley Library	2019 Foley Library Contributions	\$	1,000.00
Further	HSA Admin Fees & Employer HSA Contribution	\$	40.90
Gilman Coop Creamery	Sewer - Weed Spray for Ponds	\$	200.94
Gopher State One Call	Email Tickets	\$	56.70
Handyman's Hardware	Plumbing & Heating Supplies	\$	7.99
Hawkins	Water Chemicals	\$	4,121.08
HealthPartners	Employee Health Insurance	\$	7,821.54
Henry's Catering & Banquet Center	FD - MN State Fire Dept Assoc Dinner	\$	1,058.06
JR Masonry & Concrete	Pool - Cement for the Diving Board	\$	1,200.00
League of MN Cities	2019 Membership Dues	\$	3,084.00
League of MN Cities Ins Trust	2019 Workers Comp & Property Insurance	\$	101,748.00
Marco	Copier Lease	\$	352.25
Midwest Playscapes Ince	2019 CIP - Playground	\$	30,782.00
MN Dept of Revenue	Sales & Use Tax	\$	1,668.00
MN Fire Service Certification Board	FD Recertifications	\$	525.00
MN Mayors Association	2019 Membership Dues	\$	30.00
Murphy Chevrolet	PD Vehicle Maint	\$	974.10
New Frontier Services	Website Services	\$	137.50
Preferred Controls Corp	Water & Sewer Maint & Repairs	\$	580.00
RevTrak	Credit Card Processing Charges	\$	590.15
Roto-Rooter	Sewer Maint & Repairs	\$	1,040.00
Royal Tire	Street Vehicle Maint	\$	1,115.20

Schlenner & Wenner	State Report Preperation	\$	785.00
Shane Paulson	Water Bills Refund	\$	406.33
Shift Technologies	August 2019 Antispam Filtering	\$	31.50
Slow Measurement & Control	Water Maint & Repairs	\$	610.00
Staples	Office Supplies	\$	68.98
Stearns DHIA Central Lab	Water & Sewer Testing	\$	335.00
Sun Life Assurance	Employee LTD Insurance	\$	149.26
SymbolArts, LLC	PD Uniforms	\$	101.25
Thomas Tool & Supply	Shop Supplies	\$	92.94
USAbLe Life	Employee Life Insurance	\$	186.50
Verizon	Cell Phones	\$	371.36
Voss Lighting	Lightbulbs	\$	597.50
Water Conservation Services	2019 Water Leak Survey	\$	2,200.00
Xcel Energy	Utilities	\$	5,091.78

Additional To Be Paid - 10/1/19

\$ 268,642.84

CITY OF FOLEY
COUNTY OF BENTON
STATE OF MINNESOTA

RESOLUTION 2019-13

A RESOLUTION ADOPTING FINDINGS OF FACT AND APPROVING APPLICANT DAN
& TRACY HANES FOR A CONDITONAL USE PERMIT FOR OPEN AIR DISPLAY

WHEREAS, the City of Foley received a revised conditional use permit (“CUP”) application from Dan & Tracy Hanes (the “Applicant”) on August 23, 2019; and

WHEREAS, the property is legally described as **Exhibit A** to this resolution; and

WHEREAS, the CUP application was forwarded to the Foley Planning Commission at its September 9, 2019 meeting for review and recommendation to the Foley City Council; and

WHEREAS, the Foley Planning Commission’s recommendation to the Foley City Council is to approve the CUP with certain conditions; and

WHEREAS, the City properly published and mailed notice of a public hearing which was conducted on October 1, 2019; and

WHEREAS, the Foley City Council has considered the application and finds as follows:

FINDINGS OF FACT

1. Applicant Dan & Tracy Hanes owns property within the City legally described in “Exhibit A” (the “Property”).
2. The Applicant is zoned B-2 (Highway Business) and currently operates a woodworking business where they build and sell small buildings.
3. City of Foley Zoning Ordinance, Section 16, Subdivision 4, allows for open air display for the sale of products through a conditional use permit process.

NOW THEREFORE BE IT RESOLVED BY THE FOLEY CITY COUNCIL THAT:

- 1. The above Findings of Fact are adopted.
- 2. The Foley City Council hereby approves the Applicant's request for a conditional use permit subject to the following conditions:
 - A. The Applicant must not display more than three units in the front of the house at one time on the Property.
 - B. The Applicant is not allowed to display any units or store any construction materials along the west property line.
 - C. A handicap restroom must be installed in the shed and be accessible for use by the public.
 - D. The handicap parking stall must comply with parking requirements set forth in the City of Foley Zoning Ordinance, Section 7.
 - E. The Applicant is not allowed to construct units in the front of the house. All unit construction must occur in the back of the house and in the accessory building when possible.

PASSED AND ADOPTED by the City Council of the City of Foley, Minnesota this 1st day of October, 2019.

Gerard L. Bettendorf, Mayor

ATTEST:

Sarah A. Brunn, City Administrator

STATE OF MINNESOTA)
) SS
COUNTY OF BENTON)

On this ____ day of _____, 2018, before me, a Notary Public for this County, personally appeared Gerard L. Bettendorf, who, being by me duly sworn, did say that he is the Mayor of the City of Foley, a Minnesota municipal corporation, and that this instrument was signed on behalf of said corporation by authority of its City Council and acknowledged said instrument to be the free act and deed of said corporation.

Notary Public

STATE OF MINNESOTA)
) SS
COUNTY OF BENTON)

On this ____ day of _____, 2018, before me, a Notary Public for this County, personally appeared Sarah A. Brunn, who, being by me duly sworn, did say that she is the City Administrator of the City of Foley, a Minnesota municipal corporation, and that this instrument was signed on behalf of said corporation by authority of its City Council and acknowledged said instrument to be the free act and deed of said corporation.

Notary Public

Exhibit A
(Legal Description of Property)

A parcel of land located in the Southeast Quarter of the Southwest Quarter (SE1/4 of SW1/4 of Section Twenty-six (26), Township Thirty-seven (37) North, Range Twenty-nine (29) West, Fourth Principal Meridian, Benton County, Minnesota, described as follows, to wit:

Beginning at a point 1143.5 feet North of the South Quarter corner of said Section Twenty-six (26); thence to the left at an angle of 51° 18' a distance of 79.6 feet; thence in a Southwesterly direction a distance of 113.6 feet to the North right-of-way line of Trunk Highway No. 23; thence Southwesterly direction along the North line of Trunk Highway No. 23 a distance of 89.7 feet which is the point of beginning of the tract herein described; thence continuing westerly along the North right-of-way line of Trunk Highway No. 23 a distance of 130 feet; thence at right angles to said North right of way line, and in a northwesterly direction, a distance of 216.5 feet; thence at right angles and in a northeasterly direction a distance of 254.7 feet; thence Southerly a distance of 250 feet to the point of beginning.

**City of Foley
Site Plan Review
Findings & Order**

Date: 7/9/18
Applicant Name: Dan + Tracy Hanes
Property Location: 45 Hwy 23 W
Zoning of Property: B-2 (Hwy Business)
Project Scope: Site plan review to construct building for woodworking business.

The following conditions apply to the property site plan request:

1. AT THIS TIME APPROVAL OF SITE PLAN DOES NOT INCLUDE PROPOSED NEW PAVEMENT AND POLE BUILDING ON SE & EAST SIDE OF PROPERTY.
2. SUBMIT PLAN WITH NEW IMPERVIOUS AREA ^{CALCULATIONS} AND LABEL AND HANDICAP PARKING.
3. NEW ASPHALT DRIVEWAY. INCLUDE COPY OF BUILDING PLAN, LABEL DISTANCES ON SUBMITTED PLAN, SHOW 100 year flood elevation on plan.

THE FOLEY PLANNING COMMISSION RECOMMENDS:

Approved ☒ Not Approved ☐

Comments:

Date 9/9/19

William Brandy, acting
Chair, Foley Planning Commission

THE FOLEY CITY COUNCIL DETERMINES:

Approved ☐ Not Approved ☐

Comments:

Date _____

Mayor _____

City of Foley
Conditional Use Permit
Findings & Order

Applicant Name: Dan & Tracy Hanes
Date of Complete Application: _____
Property Location: 45 Hwy 23 W
Zoning of Property: B-2 (Hwy Business)
Type and Description of Proposed Use: Conditional use for open-air display of finished wood products

The Foley Planning Commission/City Council makes the following findings:

1. Will the use create an excessive burden on existing parks, schools, streets and other public facilities and utilities, which serve or are proposed to serve the area?

Yes ☐ No ☒

Describe why or why not: _____

If yes, are there any conditions or restrictions that could address this issue?

Yes ☐ No ☐

List the conditions or restrictions: _____

2. Will the establishment of the Conditional Use impede the normal and orderly development and improvement of surrounding vacant property for existing and planned uses in the area?

Yes ☐ No ☒

Describe why or why not: Zoned B-2

If yes, are there any conditions or restrictions that could address this issue?

Yes ☐ No ☐

List the conditions or restrictions: _____

3. Will the use have an adverse effect on adjacent properties because of its appearance, traffic, noise, odors, fumes, dust, vibration, light levels, emission levels, or other features?

Yes ☐ No ☒

Describe why or why not: Very little additional traffic and located next to Drive-up bank

If yes, are there any conditions or restrictions that could address this issue?

Yes ☐ No ☐

List the conditions or restrictions: _____

4. Is the use reasonably related to the overall needs of the City and to existing land uses?

Yes ☒ No ☐

Describe why or why not: Comp plan encourages new business in this area.

5. Is the proposed use in compliance with the Land Use Plan and other portions of the Comprehensive Plan adopted by the City?

Yes ☒ No ☐

Describe why or why not: Zoned B-2 now

If no, are there any conditions or restrictions that could address this issue?

Yes ☐ No ☐

List the conditions or restrictions: _____

6. Will the proposed use cause a traffic hazard or congestions?

Yes ☐ No ☒

Describe why or why not: Expect 3-5 customers per day.

If yes, are there any conditions or restrictions that could address this issue?

Yes ☐ No ☐

List the conditions or restrictions: _____

7. Have adequate measures been taken to provide sufficient off-street parking and loading space to serve the proposed use?

Yes ☒ No ☐

Describe why or why not: The proposed site plan provides for this

If no, are there any conditions or restrictions that could address this issue?

Yes ☐ No ☐

List the conditions or restrictions: _____

8. Will the proposed use be detrimental to the public health, safety, comfort and general welfare of the City?

Yes ☐ No ☒

If yes, why: _____

If yes, are there any conditions or restrictions that could address this issue?

Yes ☐ No ☐

If yes, list the conditions or restrictions: _____

9. If the property is located in a Floodplain District, have the criteria set out in the Floodplain Ordinance been met?

Yes ☒ No ☐

Explain: _____

◆ Facts supporting the answer to each question above are hereby certified to be the Findings.

THE FOLEY PLANNING COMMISSION RECOMMENDS THE CONDITIONAL USE:

Approved ☒ Not Approved ☐

Subject to the conditions above and the following conditions and restrictions:

1. No more than 3 display units in
front of house at one time, no display
2. units at this time along west property line.
3. ~~no~~ no unit construction in
front of house.
4. _____

9/9/19
Date

William Brander Acting
Chair, Foley Planning Commission

THE FOLEY CITY COUNCIL DETERMINES THE CONDITIONAL USE:

Approved ☐ Not Approved ☐

Date of Public Hearing: _____ Time: _____

Results: _____

Subject to Conditions and Restrictions as Attached: Yes ☐ No ☐

Date

Mayor



City of Foley

251 4th Avenue North • P.O. Box 709
Foley, Minnesota 56329
(320) 968-7260 • Fax (320) 968-6325
www.ci.foley.mn.us • email: contactus@ci.foley.mn.us

September 13, 2019

Dear Property Owner,

Enclosed you will find a Notice of Public Hearing scheduled for 5:30 p.m. on October 1, 2019 on the application of Dan & Tracy Hanes to obtain a conditional use permit for an open-air display of manufactured products for sale within a Highway Business "B-2" district.

You are receiving the enclosed Notice of Public Hearing according to the City of Foley Zoning Ordinance, Sections 16 and 22, whereby individual property owners within 350 feet of the property included in the request shall receive written notice of the public hearing's time, place and purpose for the opportunity to comment on the request.

If you have any questions concerning this notice, please contact the Foley City Hall, 968-7260. Thank you for your time in this matter.

Sincerely,

Sarah A. Brunn
City Administrator

NOTICE OF PUBLIC HEARING ON A REQUEST
TO OBTAIN A CONDITIONAL USE PERMIT

Notice is hereby given that on the 1st day of October, 2019, at 5:30 P.M., at the Foley City Hall, in the City of Foley, pursuant to the City of Foley Zoning Ordinance Section 22, Subdivision 2, the City Council and the Planning Commission will hold a joint public hearing relating to the request of Dan & Tracey Hanes to obtain a conditional use permit to allow for open air display for the sale of manufactured products. The property is legally described as follows:

A parcel of land located in the Southeast Quarter of the Southwest Quarter (SE1/4 of SW1/4 of Section Twenty-six (26), Township Thirty-seven (37) North, Range Twenty-nine (29) West, Fourth Principal Meridian, Benton County, Minnesota, described as follows, to wit:

Beginning at a point 1143.5 feet North of the South Quarter corner of said Section Twenty-six (26); thence to the left at an angle of 51° 18' a distance of 79.6 feet; thence in a Southwesterly direction a distance of 113.6 feet to the North right-of-way line of Trunk Highway No. 23; thence Southwesterly direction along the North line of Trunk Highway No. 23 a distance of 89.7 feet which is the point of beginning of the tract herein described; thence continuing westerly along the North right-of-way line of Trunk Highway No. 23 a distance of 130 feet; thence at right angles to said North right of way line, and in a northwesterly direction, a distance of 216.5 feet; thence at right angles and in a northeasterly direction a distance of 254.7 feet; thence Southerly a distance of 250 feet to the point of beginning

Anyone wishing to appear with reference to the above conditional use permit request will be heard as this meeting.

Sarah A. Brunn
City Administrator

SmartConnect Map



September 12, 2019

- ☐ Parcels
- ☒ Municipal Boundary

1:9,028

0 0.05 0.1 0.2 mi

0 0.07 0.15 0.3 km

Esri, HERE, Garmin, (c) OpenStreetMap contributors, Esri, HERE, Garmin,

Esri, HERE, Garmin, IPC | Esri, HERE, IPC | USDA FSA, DigitalGlobe, GeoEye, CNES/Airbus DS |

SmartConnect User

City of Foley
Conditional Use Permit Application (CUP)

Street Location of Property: 45 Hwy 23 West

Legal Description of Property: _____

Current Zoning of Property: B-2 Proposed Zoning: B-2

Type of Request: Open Air Display CUP

*** (Attach narrative describing details of project scope) ***

Property Owner: Don & Tracy Hanes (320) 293-1237

45 Highway 23 West Phone

Foley Fax baratigue584@gmail

Email

Applicant: Don & Tracy

45 Hwy 23 West Phone Sam

Foley MA Fax

Email

Type of Request & Fee Amount:

<input type="checkbox"/> D Rezoning/Amendment	\$250.00
<input checked="" type="checkbox"/> Conditional Use Permit	\$250.00
<input type="checkbox"/> D Variance	\$250.00
<input type="checkbox"/> D Planned Unit Development	\$250.00

<input type="checkbox"/> D Preliminary Plat	\$500.00
<input type="checkbox"/> D Final Plat	\$
<input type="checkbox"/> D Annexation	\$400.00 +
<input checked="" type="checkbox"/> Site Plan Review/Other	
Total Fees Paid	\$

Has a request been made previously on this property? ☐ D Yes ☒ D No Explain: The previous owner, Orville McSornie did run a fuel oil business from this property

This application must be completed in full, be typewritten or clearly printed, and must be accompanied by all information, supporting documents and plans as required by applicable City Ordinance provisions. A determination of completeness of the application shall be made within ten business days of the application submittal. A written notice of application deficiencies shall be mailed to the applicant.

This is to certify that I am making application for the described action by the City and that I am responsible for all City requirements with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application. I have attached a copy of proof of ownership (either copy of Owner's Duplicate Certificate of Title, Abstract of Title or purchase agreement), or I am the authorized person to make this application and the fee owner has also signed this application.

- ☐ D Supporting Documents Attached
- ☐ D Appropriate Fees Paid
- ☐ D Review by City Staff
- ☐ D Completed Application Accepted

Application Filed: 6/22/18

Date Fees Paid: _____

Staff Initials: _____

Date Application Accepted: _____

Signature of Applicant

Date

Signature of Fee Owner

Date

City of Foley
Conditional Use Permit Supplementary Application

Please use this form to explain how your request for a conditional use permit meets the zoning requirements.

(1) Not a Burden on Public Facilities

I will maintain the driveway & parking lot.

(2) Compatible with Existing and Planned Adjacent Uses

This building will be a highway business similar to other businesses in the area.

(3) No Adverse Affect on Adjacent Properties

Lighting will not intrude on highway or right-of-way.
The adjoining properties are commercial and the treeline borders the property.

(4) Related to the Needs of the City

This is a new business in Foley.

(5) Consistent with the Comprehensive Plan

I am currently zoned as a highway business.

(6) Not a Traffic Hazard

I will not have direct access to the highway

(7) Adequate Parking and Loading

I'm adding more hard surface area to account for more traffic and parking.

(8) Not detrimental to Health, Safety and Welfare

(9) Floodplain KDL surveyors have plotted and planned for the floodplain



A conditional use permit SHALL NOT be granted unless evidence is presented that satisfies the conditions above. Failure to adequately provide such information may result in a denial of your request for a conditional use permit. (Attach additional sheets if necessary.)

My plans are to clean up the property & build barnwood products/projects inside the proposed structure while storing the raw materials behind the building.

Legal Description:

A parcel of land located in the Southeast Quarter of the Southwest Quarter (SE1/4 of SW1/4) of Section Twenty-six (26), Township Thirty-seven (37) North, Range Twenty-nine (29) West, Fourth Principal Meridian, Benton County, Minnesota, described as follows, to-wit:

Beginning at a point 1143.5 feet North of the South Quarter corner of said Section Twenty-six (26); thence to the left at an angle of $51^{\circ}18'$ a distance of 79.6 feet; thence in a Southwesterly direction a distance of 113.6 feet to the North right-of-way line of Trunk Highway No. 23; thence Southerwesterly along the North line of Trunk Highway No. 23 a distance of 89.7 feet which is the point of beginning of the tract herein described; thence continuing westerly along the North right-of-way line of Trunk Highway No. 23 a distance of 130 feet; thence at right angles to said North right of way line, and in a northwesterly direction, a distance of 216.5 feet; thence at right angles and in a northeasterly direction a distance of 254.7 feet; thence Southerly a distance of 250 feet to the point of beginning.

*Original
Comments
from
2018*

Just a few comments:

1. The building setback line is shown, but we need to see actual distances—particularly the sideyard.
2. I assume the building is less than the maximum of 35 feet in height, but the applicant needs to confirm.
3. The exterior finish is supposed to have at least 20% non-steel on the front. It is not clear if that is met. Section 16 Subd 5. (6)
4. No handicap parking is shown.
5. If there will be additional exterior light fixtures or signs, those need to be shown and must comply with Section 16 Subd 6. (11) & (12).

Adam A. Ripple
Attorney

RINKE NOONAN
Suite 300, US Bank Plaza
P.O. Box 1497
St. Cloud, MN 56302

I concur with Adam's comments. Also, let Mr Hanes know that if he is building a "pole" building he will need engineered building plans.

Nancy J. Scott, CBO#2099
AllSpec Services, LLC
(320)293-5298

My only comment would be that they should include a swale on the east property line to direct the water either to the creek or to the Hwy ditch..... so that it does not drain onto the electrical substation property.

Jon M. Halter, P.E. | Associate | Project Manager
SEH | 1200 25th Avenue South | P.O. Box 1717 | St. Cloud, MN 56302-1717

Public Works comments addressed with other staff comments.

Legal Comments on suggested conditions for CUP:

Generally I think conditions on the CUP could address the hours of sales, proximity of goods to right of way (essentially a setback), and the number of structures displayed at one time. If there are concerns about loading/unloading maybe that should be discussed. The primary potential problems I'd be concerned about are traffic distraction or interruption and public safety (ability of FD to respond and hazards if people leave the road).

Adam A. Ripple
Attorney

RINKE NOONAN

PLANNING COMMISSION MINUTES

July 9, 2018

Foley City Hall

Members Present: Amanda Welle, Bill Bronder, Jeff Gondeck, Judy Weis, Noel Lewandowski, Rosalie Musachio

Member Absent: None

The meeting was called to order by President Amanda Welle.

Motion by Gondeck, seconded by Broder to accept agenda. Motion carried

Motion to accept minutes of June 11, 2018 carried.

City Council update:

Gondeck updated the commission on the recent activities of the City Council.

Motion by Musachio, seconded by Broder to withdraw current zoning language regarding billboards and adopt the following:

Excluding temporary off premises signs as allowed for by Subdivision 7(4) all permanent off premises signs are prohibited in all zoning districts

Motion carried.

Conditional Use Permit by Dan and Tracy Hanes:

Dan Hanes discussed their anticipated Conditional Use permit application.

Motion to table this permit for further information by Gondeck seconded by Musachio. Applicant to provide further information including square footage, set back, height of open air display, materials list, drawing of proposed display, placement on property.

Motion carried.

Motion to adjourn by Gondeck, seconded by Broder. Motion carried

Respectfully submitted,

Rosalie Musachio



City of Foley

251 4th Avenue North • P.O. Box 709
Foley, Minnesota 56329
(320) 968-7260 • Fax (320) 968-6325

July 13, 2018

Dan & Tracy Hanes
45 Highway 23 West
Foley, MN 56329

Dear Mr. & Mrs. Hanes:

On June 22, 2018, the City of Foley received your application for a conditional use permit for property at 45 Highway 23 West.

The application was placed on the planning commission agenda on July 9, 2018. At this meeting the nature of the request changed and the planning commission tabled the discussion until more information could be provided. The city understands that you are in the process of compiling additional information on the request.

Under Minn. Stat. § 15.99, subd. 3(f) the initial 60-day time period would run out on August 22, 2018.

You have requested to waive the 60-day requirement in order to research additional options on your amended request. This letter waives the 60-day requirement of the City of Foley.

Sincerely,

By signing this letter, I am hereby waiving the 60-day requirement of the City of Foley to act upon my initial conditional use permit application by August 22, 2018.

Dan Hanes
Property Owner, 45 Hwy 23 W

Tracy Hanes
Property Owner, 45 Hwy 23 W

Welcoming You . . . Welcoming the Future

HANES COMMENTS 9/9/19

As long as the hard surfacing requirements are met I don't have any comments as I think the other stuff such as outside storage visible from the highway will be covered by planning commission. If they are required to put one restroom in we can work with the owner on how he will access water and sewer to the building.

Thanks Mark Pappenfus

Sent from my iPhone

I don't have any concerns or comments with the understanding that this is simply replacing an existing garage, and it will all be on what was an existing impervious area anyway.

Jon M. Halter, P.E. (MN)
Associate | Senior Project Manager
SEH | 1200 25th Avenue South | P.O. Box 1717 | St. Cloud, MN 56302-1717
320.229.4344 direct | 320.250.6084 cell | 888.908.8166 fax
www.sehinc.com
SEH--Building a Better World for All of Us™

Yes, a bathroom with a working toilet and a sink that can provide hot water is a requirement for any new structure.

Nancy J. Scott, CBO#2099
AllSpec Services, LLC
(320)293-5298

On Sep 4, 2019, at 8:53 AM, Sarah Brunn <sbrunn@ci.foley.mn.us> wrote:

Nancy –

Would you check into the restroom requirements for Dan Hanes? Is a unisex restroom within the new shed a requirement or is he allowed to use his principal structure restroom to meet the standards?

Thanks.

Sarah A. Brunn
City Administrator
sbrunn@ci.foley.mn.us

My comments remain unchanged from last year.

Adam A. Ripple
Attorney

RINKE NOONAN
Suite 300, US Bank Plaza
P.O. Box 1497
St. Cloud, MN 56302
(320) 251-6700 General
(320) 257-3868 Direct
(320) 656-3500 Fax

ORIENTATION OF THIS BEARING
SOUTH IS BASED ON THE BENTON
COUNTY CORNER STATION
NAD 83 (1988 MAIN ADJ.)



0 20 40
SCALE IN FEET

SEC. 26,

TWP. 37,

RNG. 23

NORTH QUARTER CORNER
SEC. 26, Twp. 37 Rng. 23

N 00° 51' 14" E 4144.21

STONE BROOK

SE 1/4 SW 1/4

S 00° 42' 09" W 248.01

S 32° 05' 17" W 111.25

N 69° 25' 46" W 73.80

N 00° 51' 14" E 1143.50

SEE RECONSTRUCTION
DRAWING BY SURVEYOR
HARRY AN ELEVATION OF 1134.09
(2017 BG)

S 01° 05' 22" W 101.19

FRONTAGE ROAD

MINNESOTA TRUNK HIGHWAY NO. 23

SOUTH QUARTER CORNER
SEC. 26, Twp. 37 Rng. 23

CONTACT INFORMATION
OWNER:
Don Hanes
45 Hwy 23 W
Foley MN 56329
Phone: 320-293-1237
Land Surveyor:
Sam Delao
Kramer Leas Delao, P.C.
13 North 11th Ave.
St. Cloud, MN 56303
Phone: 320-297-1266

MAPPING LEGEND

WATER VALVE	⊗	OVERHEAD POWER LINE	—●—●—●—
UTILITY POLE	⊙	PROPERTY LINE	---
CONCRETE	▬	CHAINLINK FENCE	—X—X—X—
SITUMINOUS	▬	BUILDING SETBACK LINE	---
GRAVEL	▬		

Flood Data:
The 100 year BFE for of Stoney Brook
at the proposed garage expansion is
at an elevation of 1033.5 (NAVD88)

Impervious Surface Calculations:

Existing Area = 9,242 sf
Additional Area = 259 sf
Proposed Total Area = 9,501 sf
Existing parcel area = 41,921 sf
Existing impervious coverage = 22%
Proposed impervious coverage = 23%

Legal Description:

A parcel of land located in the Southeast Quarter of the Southwest Quarter (SE 1/4 of SW 1/4) of Section Twenty-six (26), Township Thirty-seven (37) North, Range Twenty-nine (29) West, Fourth Principal Meridian, Benton County, Minnesota, described as follows, to-wit:
Beginning at a point 1143.5 feet North of the South Quarter corner of said Section Twenty-six (26); thence to the left at an angle of 51° 18' a distance of 79.6 feet; thence in a Southwesterly direction a distance of 113.6 feet to the North right-of-way line of Trunk Highway No. 23; thence Southwesterly along the North line of Trunk Highway No. 23 a distance of 89.7 feet which is the point of beginning of the tract herein described; thence continuing westerly along the North right-of-way line of Trunk Highway No. 23 a distance of 130 feet; thence at right angles to said North right-of-way line, and in a northwesterly direction, a distance of 216.5 feet; thence at right angles and in a northeasterly direction a distance of 254.7 feet; thence southeasterly a distance of 250 feet to the point of beginning.

CERTIFICATE OF SURVEY
Site Plan for C.U.P.

Dan Hanes
45 Highway 23 West
City of Foley, County of Benton, State of Minnesota
Located in Section 26, Township 37 North, Range 23 West

Sheet No. 1 of 1

PROJECT NO. HANED1801



I HEREBY CERTIFY THAT THIS PLAIN SURVEY OR REPORT
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION
AND THAT I AM A DULY REGISTERED LAND SURVEYOR
UNDER THE LAWS OF THE STATE OF MINNESOTA.
Signature: *Sam Delao* 8/24/2019
Benton J. Delao, MN License No. 40541 Date

NO.	REVISIONS SINCE INITIAL SURVEY DATED 08/22/2018	DATE
1	RELOCATED PROPOSED BUILDING AND IMPROVEMENTS	08/24/2019

I do not have any objection
for being Mary Harris to obtain a
condemner's license permit for open air
and sale of their products.

Mary J. Thompson
46 Avenue St
Toby, Tenn. 36329

9-24-3019

City of Foley
Site Plan Review
Findings & Order

Date: 9/9/19

Applicant Name: Blom Molded (LMI Red Estate)
Property Location: 222 Brander Drive
Zoning of Property: I-2
Project Scope: Site Plan Review for Building Addition

The following conditions apply to the property site plan request:

1. THAT BMS GETS A STATEMENT FROM OWNERS OF THE PIPELINE ALLOWING WORK WITHIN THEIR EASEMENT.
2. * Staff adds: Declaration of Restriction recorded against property - requirement of bldg code 88
- 3.

THE FOLEY PLANNING COMMISSION RECOMMENDS:
☒ Approved
☐ Not Approved

Comments:

Date: 9/9/19

William Brander, Mayor
Chair, Foley Planning Commission

THE FOLEY CITY COUNCIL DETERMINES:
☐ Approved
☐ Not Approved

Comments:

Date

Mayor

Last Update: 5-18-18

City of Foley Site Plan Review Application

Street Location of Property: 222 Bronder Drive

Legal Description of Property: Sect-34 Twp-037 Range-029 FOLEY INDUSTRIAL PARK Lot-006 Block-005 1.95 AC NLY 225 FT

Current Zoning of Property: I-2 Proposed Zoning: I-2

Type of Request: Building Addition to a manufacturing facility

*** (Attach narrative describing details of project scope) ***

Property Owner: UMI Real Estate, Inc.
Name
1520 - 5th Street South
Address
Hopkins, MN 55343

651.470.1768
Phone:

Fax:
brian.beich@UMIINC.com
Email

Applicant: Rice Companies, Inc.
Name
1019 Industrial Drive S
Address
Sauk Rapids, MN 56379

320.252.0404
Phone:
320.252.0470
Fax:
steve.nelson@ricecompanies.com
Email

Type of Request & Fee Amount:

<input type="checkbox"/> Rezoning/Amendment	\$250.00
<input type="checkbox"/> Conditional Use Permit	\$250.00
<input type="checkbox"/> Variance	\$250.00
<input type="checkbox"/> Planned Unit Development	\$250.00

<input type="checkbox"/> Preliminary Plat	\$500.00
<input type="checkbox"/> Final Plat	\$
<input type="checkbox"/> Annexation	\$400.00 +
<input checked="" type="checkbox"/> Site Plan Review/Other	\$
Total Fees Paid	\$

Has a request been made previously on this property? ☐ Yes ☒ No Explain: No

This application must be completed in full, be typewritten or clearly printed, and must be accompanied by all information, supporting documents and plans as required by applicable City Ordinance provisions. A determination of completeness of the application shall be made within ten business days of the application submittal. A written notice of application deficiencies shall be mailed to the applicant.

This is to certify that I am making application for the described action by the City and that I am responsible for all City requirements with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this application. I have attached a copy of proof of ownership (either copy of Owner's Duplicate Certificate of Title, Abstract of Title or purchase agreement), or I am the authorized person to make this application and the fee owner has also signed this application.

- ☐ Supporting Documents Attached
- ☐ Appropriate Fees Paid
- ☐ Review by City Staff
- ☐ Completed Application Accepted

Application Filed: _____

Date Fees Paid: _____

Staff Initials: JB

Date Application Accepted: 8/26/19

C. J. R.
Signature of Applicant
8.26.19
Date

B. C. B.
Signature of Fee Owner
8.26.19
Date

BMS Comments:

The only items that I would like to have added in the comments for Planning Commission on BMS is that I would like to require that an additional Fire Hydrant be placed on the SW corner of this site, just on the East side of the Oil Pipeline Easement, South of the Blacktop. This hydrant leg would come off of the existing 6" DI water stub on this new lot and they will need to place a 6" Gate Valve at the start of this Hydrant Leg. I've been working with Steve N. from Rice Building & also Westwood and they are agreeing to everything so I think if we just say install new Fire Hydrant near SW corner of lot per City of Foley approved Specs & location, we should be good. Also, if BMS does any other additions to any other buildings back in this area, the City will be allowed to again review Hydrant locations/requirements at that time.

Thanks, Mark

Mark Pappenfus
City of Foley Public Works Director
320-290-9186

From: Jon Halter <jhalter@sehinc.com>

Sent: Friday, August 30, 2019 3:55 PM

To: Sarah Brunn <sbrunn@ci.foley.mn.us>

Cc: Ripple, Adam <aripple@rinkenoonan.com>; Mark Pappenfus <mpappenfus@ci.foley.mn.us>; Nancy Scott <nscott64@hotmail.com>; Jarod Griffith <jgriffith@sehinc.com>

Subject: Re: FW: Blow Molded Application

Comments from my review:

- Pipe under building is not recommended, but as long as it is clear that it is a private pipe, then I am ok with it.
- They need to provide pipe sizing information.
- It is not clear how the water gets through the 4" orifice, they need to provide more clarification.
- Slope from OCS-200 to FES-201 does not match HydroCAD
- They will need written permission for their encroachment onto the gas easement. I don't see any issues, but they will likely need an agreement with them.

Jon M. Halter, P.E. (MN)

Associate | Senior Project Manager

SEH | 1200 25th Avenue South | P.O. Box 1717 | St. Cloud, MN 56302-1717

320.229.4344 direct | 320.250.6084 cell | 888.908.8166 fax

www.sehinc.com

SEH--Building a Better World for All of Us™

From a building code perspective, as long as the lots are "tied" together legally and recorded I'm fine with it pending Building Code compliance.

Nancy J. Scott, CBO#2099
AllSpec Services, LLC
(320)293-5298

I have a couple questions:

1. Are we ok with a storm sewer pipe under the building? I assume that is a private pipe and not the City's pipe.
2. If it is a city pipe and pond, will there be easements to access them?
3. Do they have a contingency if the pipeline doesn't allow the encroachment to the west?

Adam A. Ripple
Attorney

RINKE NOONAN
Suite 300, US Bank Plaza
P.O. Box 1497
St. Cloud, MN 56302
(320) 251-6700 General
(320) 257-3868 Direct
(320) 656-3500 Fax

LEGEND

	ELECTRIC BOX
	ELECTRIC METER
	NATURAL GAS METER
	AIR CONDITIONER
	SKIN
	HYDRANT
	GATE VALVE
	TELEPHONE BOX
	STEEL/WOOD POST
	CATCH BASIN MANHOLE
	STORM MANHOLE
	BEEHIVE CATCH BASIN
	CATCH BASIN
	FLARED END SECTION
	SANITARY SEWER
	STORM SEWER
	WATERMAIN
	TREE LINE
	CONCRETE SURFACE

SURVEYED LEGAL DESCRIPTION

Lots 5 and 6, Block 5, FOLEY INDUSTRIAL PARK, according to the recorded plat thereof, Benton County, Minnesota.

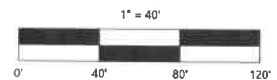
GENERAL NOTES

1. This Survey was performed without the benefit of a title commitment. No search for easement or restrictions recorded or unrecorded, if any, was made by the Surveyor.
2. Subject property contains 321,297 ± Sq. Ft. or 7.38 ± acres.
3. Elevations shown are based upon NAVD 88.



- Denotes found monument
- Denotes set monument
- (XXX.XX) Denotes record distance per plat

BEARINGS SHOWN ARE BASED UPON THE BENTON COORDINATE SYSTEM



NOT FOR CONSTRUCTION

CREW: MDS
CHECKED: CCF
DRAWN: NAS
HORIZONTAL SCALE: 40'

INITIAL ISSUE: 8/26/2019

REVISIONS:

PREPARED FOR:

RICE BUILDING SYSTEMS, INC

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DAILY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA

Christopher R. Foley
DATE: 8/26/19 LICENSE NO: 55343

BLOW MOLDING SPECIALTIES
FOLEY, MN

Westwood

Phone: (820) 333-8485 3701 12th Street North, Suite 208
Fax: (820) 338-2001 St. Cloud, MN 56301
Toll Free: (800) 270-8485 westwoodps.com
Westwood Professional Services, Inc.

CERTIFICATE OF SURVEY

SHEET NUMBER:

1 OF 1

PROJECT NUMBER: 0004537.01 DATE: 8/26/2019

240004537.DWG/04/06/2019/0004537.DWG

Call 48 Hours before digging:
811 or call 811.com
Common Ground Alliance



BLOW MOLDED SPECIALTIES 2019 BUILDING ADDITION

222 BRONDER DRIVE, FOLEY, MN 56329

REMOVAL LEGEND

EXISTING	PROPOSED	PROPERTY LINE
EXISTING	REMOVALS	SAW CUT PAVEMENT
SWR	REMOVAL	CURB & GUTTER
WAT	REMOVAL	SANITARY SEWER
WAT	REMOVAL	WATER MAIN
STC	REMOVAL	HYDRANT
STC	REMOVAL	STORM SEWER
GAS	REMOVAL	GAS
PGS	REMOVAL	UNDERGROUND ELECTRIC
PGS	REMOVAL	OVERHEAD ELECTRIC
TEL	REMOVAL	UNDERGROUND TELEPHONE
TEL	REMOVAL	OVERHEAD TELEPHONE
TEL	REMOVAL	TELEPHONE FIBER OPTIC
TEL	REMOVAL	CABLE TELEVISION
TEL	REMOVAL	RETAINING WALL
TEL	REMOVAL	FENCE
TEL	REMOVAL	CONCRETE
TEL	REMOVAL	BITUMINOUS
TEL	REMOVAL	GRAVEL
TEL	REMOVAL	TREE
TEL	REMOVAL	LIGHT POLE
TEL	REMOVAL	TRAFFIC SIGN
TEL	REMOVAL	CONSTRUCTION BARRICADE
TEL	REMOVAL	SOIL BORING LOCATION
TEL	REMOVAL	TREE LINE

REMOVAL NOTES

- LOCATIONS AND ELEVATIONS OF EXISTING TOPOGRAPHY AND UTILITIES AS SHOWN ON THIS PLAN ARE APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY SITE CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY IF ANY DISCREPANCIES ARE FOUND.
- CONTRACTOR SHALL COORDINATE LIMITS OF REMOVALS WITH PROPOSED IMPROVEMENTS AND FIELD VERIFY CONDITION OF EXISTING APPURTENANCES TO REMAIN. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING OR REPLACING MISCELLANEOUS ITEMS (SUCH AS FENCES, SIGNS, IRRIGATION HEADS, ETC.) THAT MAY BE DAMAGED BY CONSTRUCTION.
- CONTRACTOR SHALL PLACE ALL NECESSARY EROSION CONTROL MEASURES REQUIRED TO MAINTAIN SITE STABILITY PRIOR TO EXECUTING ANY SITE REMOVALS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION WITH UTILITY PROVIDERS FOR REMOVAL AND/OR RELOCATION OF EXISTING UTILITIES AFFECTED BY SITE DEVELOPMENT. ALL PERMITS, APPLICATIONS AND FEES ARE THE RESPONSIBILITY OF THE CONTRACTOR.

REVISIONS
1
2
3
4
5

11/08/2019: CHANGED FROM 2019 PLAN
DATE PREPARED BY: MFC OR UNLESS ANY
DIRECT SUPERVISOR AND THAT I AM
A DAY LICENSED PROFESSIONAL
ENGINEER UNDER THE LAWS OF THE
STATE OF MINNESOTA.

John R. H.

LICENSE NO. 41984
DATE: 08/08/2019

Westwood

Westwood Professional Services, Inc.
3101 13th Street, Suite 100, Suite 200
St. Cloud, MN 56301

PHONE: 320-333-4466
FAX: 320-333-4466
TOLL FREE: 1-800-770-0466

www.westwood-inc.com



C100

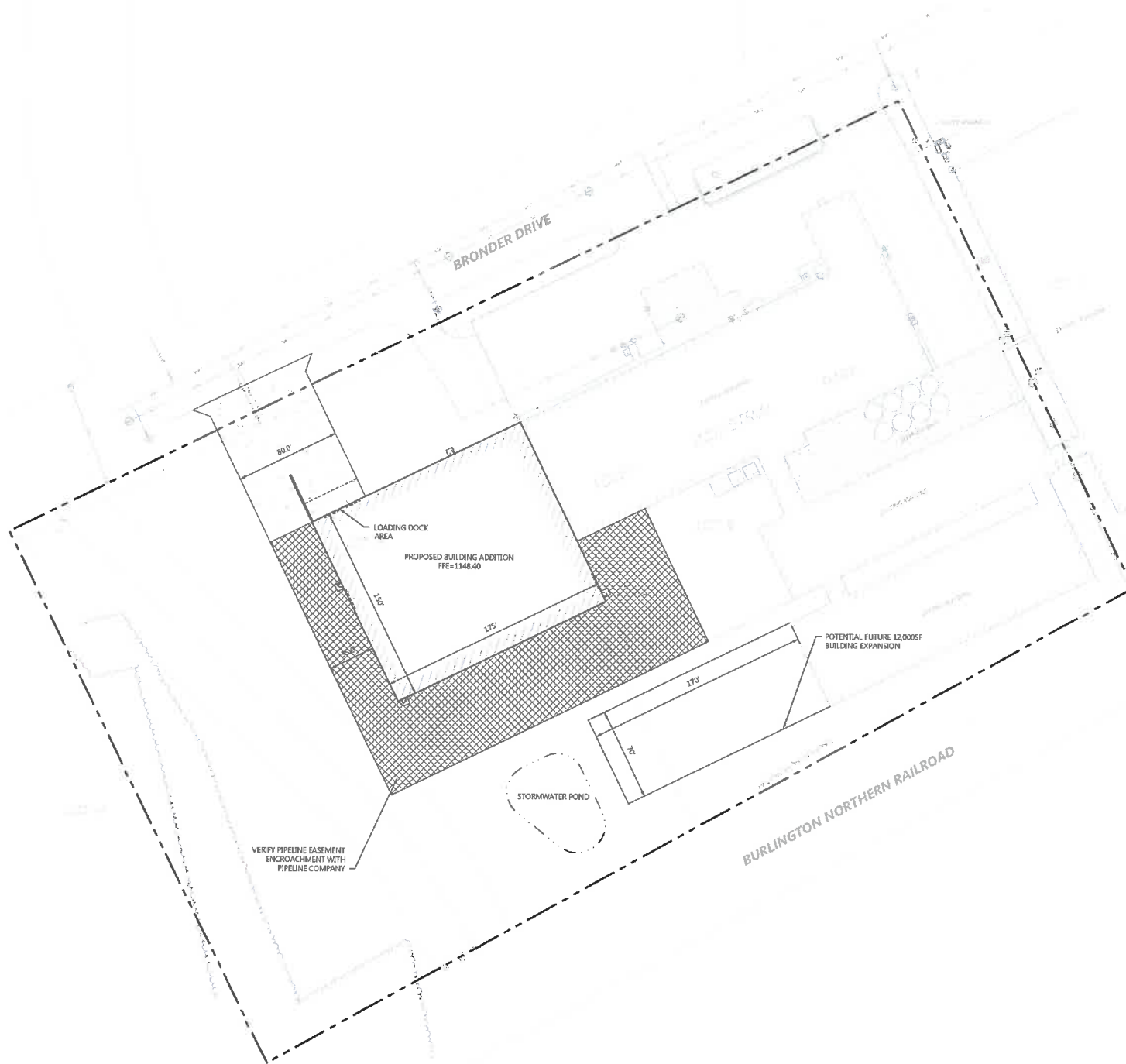
© 2019 Westwood Professional Services, Inc.

SITE LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		LOT LINE
		SETRACK LINE
		EASEMENT LINE
		CURB AND GUTTER
		TIP-OUT CURB AND GUTTER
		POND NORMAL WATER LEVEL
		RETAINING WALL
		FENCE
		CONCRETE PAVEMENT
		CONCRETE SIDEWALK
		HEAVY DUTY BITUMINOUS PAVEMENT
		NORMAL DUTY BITUMINOUS PAVEMENT
		NUMBER OF PARKING STALLS
		TRANSFORMER
		SITE LIGHTING
		TRAFFIC SIGN
		POWER POLE
		BOLLARD / POST

GENERAL SITE NOTES

- BACKGROUND INFORMATION FOR THIS PROJECT PROVIDED BY BONESTROO, WILLIAMSON, KOTSMITH, ST. CLOUD, MINNESOTA, DATED 06/25/2006.
- LOCATIONS AND ELEVATIONS OF EXISTING TOPOGRAPHY AND UTILITIES AS SHOWN ON THIS PLAN ARE APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY SITE CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. IF ANY DISCREPANCIES ARE FOUND, THE ENGINEER SHOULD BE NOTIFIED IMMEDIATELY.
- REFER TO BOUNDARY SURVEY FOR LOT BEARINGS, DIMENSIONS AND AREAS.
- ALL DIMENSIONS ARE TO EDGE OF BITUMINOUS OR EXTERIOR FACE OF BUILDING UNLESS OTHERWISE NOTED.
- REFER TO ARCHITECTURAL PLANS FOR EXACT BUILDING DIMENSIONS AND LOCATIONS OF DOYS, RAMPS, AND TRUCK DOCKS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGGERS AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE CITY AND ENGINEER PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MNDOT STANDARDS.
- BITUMINOUS PAVEMENT AND CONCRETE SECTIONS TO BE IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER.
- CONTRACTOR SHALL MAINTAIN FULL ACCESS TO ADJACENT PROPERTIES DURING CONSTRUCTION AND TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES.



BLOW MOLDED SPECIALTIES
2019 BUILDING ADDITION
222 BRONDER DRIVE, FOLEY, MN 56329

REVISIONS	
	06/06/2019
Rev	
By	
Date	
App	

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

W. R. H.

LICENSE NO. 45554
DATE 04/25/19

Westwood

Westwood Professional Services, Inc.
2101 12th Street NW, Suite 200
St. Cloud, MN 56301

PHONE 326-855-6666
FAX 326-855-6666
TOLL FREE 1-800-775-6666
www.westwood.com



FOR PERMITTING



C200

Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance

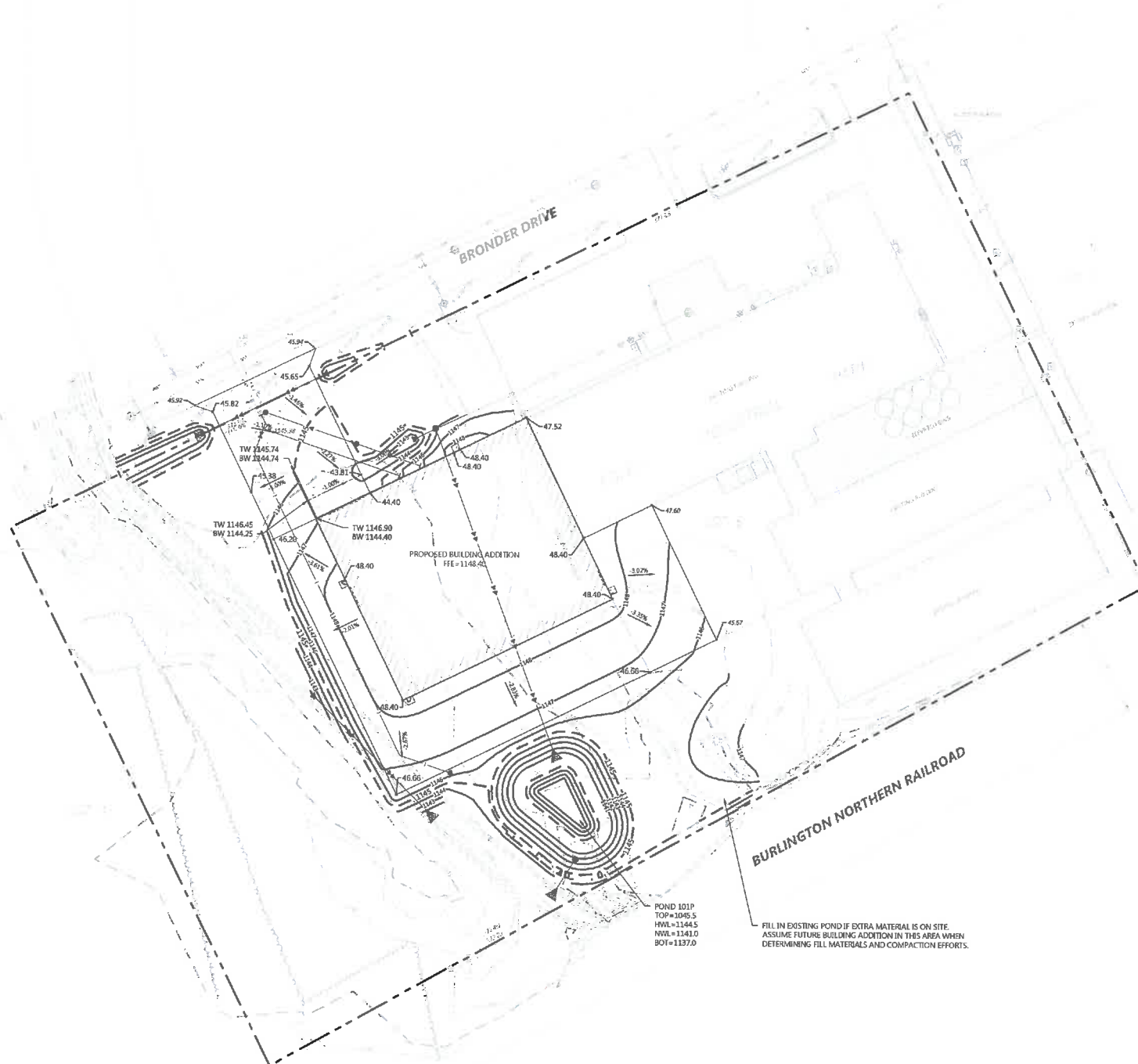


GRADING LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		INDEX CONTOUR
		INTERVAL CONTOUR
		CURB AND GUTTER
		POND NORMAL WATER LEVEL
		STORM SEWER
		FLARED END SECTION (WITH RIPRAP)
		WATER MAIN
		SANITARY SEWER
		RETAINING WALL
		DRAIN TILE
		BRIDGE LINE
		GRADING LIMITS
		SPOT ELEVATION
		FLOW DIRECTION
		TOP AND BOTTOM OF RETAINING WALL
		EMERGENCY OVERFLOW
		SOIL BORING LOCATION

GRADING NOTES

1. LOCATIONS AND ELEVATIONS OF EXISTING TOPOGRAPHY AND UTILITIES AS SHOWN ON THIS PLAN ARE APPROXIMATE. CONTRACTOR SHALL VERIFY SITE CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY IF ANY DISCREPANCIES ARE FOUND.
2. CONTRACTORS SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF VESTIBULE, SLOPED PAVEMENT, EXIT PORCHES, RAMPS, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS, EXACT BUILDING UTILITY ENTRANCE LOCATIONS, AND EXACT LOCATIONS AND NUMBER OF DOWNSPOUTS.
3. ALL EXCAVATION SHALL BE IN ACCORDANCE WITH THE CURRENT EDITION OF "STANDARD SPECIFICATIONS FOR TRENCH EXCAVATION AND BACKFILL SURFACE RESTORATION" AS PREPARED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA.
4. ALL DISTURBED UNPAVED AREAS ARE TO RECEIVE FOUR INCHES OF TOPSOIL AND SOD OR SEED. THESE AREAS SHALL BE WATERED UNTIL A HEALTHY STAND OF GRASS IS OBTAINED. SEE LANDSCAPE PLAN FOR PLANTING AND TURF ESTABLISHMENT.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGMEN AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE ENGINEER PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MNDOT STANDARDS.
6. ALL SLOPES SHALL BE GRADED TO 3:1 OR FLATTER, UNLESS OTHERWISE INDICATED ON THIS SHEET.
7. CONTRACTOR SHALL UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING AND PROVIDE A SMOOTH FINISHED SURFACE WITH UNIFORM SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN OR BETWEEN SUCH POINTS AND EXISTING GRADES.
8. SPOT ELEVATIONS SHOWN INDICATE FINISHED PAVEMENT ELEVATIONS & GUTTER FLOW LINE UNLESS OTHERWISE NOTED. PROPOSED CONTOURS ARE TO FINISHED SURFACE GRADE.
9. SEE SOILS REPORT FOR PAVEMENT THICKNESSES AND HOLD DOWNS.
10. CONTRACTOR SHALL DISPOSE OF ANY EXCESS SOIL MATERIAL THAT EXISTS AFTER THE SITE GRADING AND UTILITY CONSTRUCTION IS COMPLETED. THE CONTRACTOR SHALL DISPOSE OF ALL EXCESS SOIL MATERIAL IN A MANNER ACCEPTABLE TO THE OWNER AND THE REGULATING AGENCIES.
11. CONTRACTOR SHALL PROVIDE A STRUCTURAL RETAINING WALL DESIGN CERTIFIED BY A LICENSED PROFESSIONAL ENGINEER.
12. ALL CONSTRUCTION SHALL CONFORM TO LOCAL, STATE AND FEDERAL RULES INCLUDING THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS.
13. PRIOR TO PLACEMENT OF ANY STRUCTURE OR PAVEMENT, A PROOF ROLL AT MINIMUM WILL BE REQUIRED ON THE SUBGRADE. PROOF ROLLING SHALL BE ACCOMPLISHED BY MAKING MINIMUM OF 2 COMPLETE PASSES WITH FULLY-LOADED TANDDEM AXLE DUMP TRUCK OR APPROVED EQUIV. IN EACH OF 2 PERPENDICULAR DIRECTIONS WHILE UNDER SUPERVISION AND DIRECTION OF THE INDEPENDENT TESTING LABORATORY. AREAS OF FAILURE SHALL BE EXCAVATED AND RE-COMPACTED AS SPECIFIED HEREIN.
14. EMBANKMENT MATERIAL PLACED BENEATH BUILDINGS AND STREET OR PARKING AREAS SHALL BE COMPACTED IN ACCORDANCE WITH THE SPECIFIED DENSITY METHOD AS OUTLINED IN MNDOT 2105.3F1 AND THE REQUIREMENTS OF THE GEOTECHNICAL ENGINEER.
15. EMBANKMENT MATERIAL NOT PLACED IN THE BUILDING PAD, STREETS OR PARKING AREA, SHALL BE COMPACTED IN ACCORDANCE WITH REQUIREMENTS OF THE ORDINARY COMPACTION METHOD AS OUTLINED IN MNDOT 2105.3F2.
16. ALL SOILS AND MATERIALS TESTING SHALL BE COMPLETED BY AN INDEPENDENT GEOTECHNICAL ENGINEER. EXCAVATION FOR THE PURPOSE OF REMOVING UNSTABLE OR UNSUITABLE SOILS SHALL BE COMPLETED AS REQUIRED BY THE GEOTECHNICAL ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOILS TESTS AND INSPECTIONS WITH THE GEOTECHNICAL ENGINEER.



FILL IN EXISTING POND IF EXTRA MATERIAL IS ON SITE.
ASSUME FUTURE BUILDING ADDITION IN THIS AREA WHEN
DETERMINING FILL MATERIALS AND COMPACTION EFFORTS.

POND 101P
TOP=1045.5
HWL=1144.5
HWL=1141.0
BOT=1137.0



0 40' 80' 120'

FOR PERMITTING

N:\00055720\DWG\Civil\00055720\0501.DWG

BLOW MOLDED SPECIALTIES
2019 BUILDING ADDITION
222 BRONDER DRIVE, FOLEY, MN 56329

REVISION
1
2
3
4
5

I HEREBY CERTIFY THAT THIS PLAN
WAS PREPARED BY ME OR UNDER MY
DIRECT SUPERVISION AND THAT I AM
A LICENSED PROFESSIONAL
ENGINEER UNDER THE LAWS OF THE
STATE OF MINNESOTA

W. R. H.

EXCHG NO. 45564
DATE: 04/02/19

Westwood

Westwood Professional Services, Inc.
2001 12th Street North, Suite 204
St. Cloud, MN 56301

PHONE: 218-322-9498
FAX: 218-322-2001
WWW: www.westwoodinc.com



C400

© 2019 Westwood Professional Services, Inc.

Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance



EROSION CONTROL LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		INDEX CONTOUR
		CURB AND GUTTER
		POND NORMAL WATER LEVEL
		SILT FENCE
		HEAVY DUTY SILT FENCE
		REDUNDANT SILT CONTROL
		STORM SEWER
		FLARED END SECTION (WITH RPPAP)
		WATER MAIN
		SANITARY SEWER
		RETAINING WALL
		DRAIN TILE
		GRADING LIMITS
		ROCK CONSTRUCTION ENTRANCE
		EROSION CONTROL BLANKET
		TURF REINFORCEMENT MAT
		EMERGENCY OVERFLOW
		SOIL BORING LOCATION
		INLET PROTECTION

GENERAL EROSION CONTROL NOTES

1. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND LIMITED MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION SHALL NOT BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY THE OWNER OR ENGINEER OF DISCREPANCIES.
2. ALL SILT FENCE AND OTHER EROSION CONTROL FEATURES SHALL BE IN PLACE PRIOR TO ANY EXCAVATION/CONSTRUCTION AND SHALL BE MAINTAINED UNTIL Viable TURF OR GROUND COVER HAS BEEN ESTABLISHED. EXISTING SILT FENCE ON-SITE SHALL BE MAINTAINED AND OR REMOVED AND SHALL BE CONSIDERED INCIDENTAL TO THE GRADING CONTRACT. IT IS OF EXTREME IMPORTANCE TO BE AWARE OF CURRENT FIELD CONDITIONS WITH RESPECT TO EROSION CONTROL. TEMPORARY PONDING, DICES, HAUBLES, ETC. REQUIRED BY THE CITY SHALL BE INCIDENTAL TO THE GRADING CONTRACT.
3. EROSION AND SILTATION CONTROL (ESC): THE CONTRACTOR SHALL ASSUME COMPLETE RESPONSIBILITY FOR CONTROLLING ALL SILTATION AND EROSION OF THE PROJECT AREA. THE CONTRACTOR SHALL USE WHATEVER MEANS NECESSARY TO CONTROL THE EROSION AND SILTATION INCLUDING BUT NOT LIMITED TO: CATCH BASIN INSERTS, CONSTRUCTION ENTRANCES, EROSION CONTROL BLANKET, AND SILT FENCE. ESC SHALL COMMENCE WITH GRADING AND CONTINUE THROUGHOUT THE PROJECT UNTIL ACCEPTANCE OF THE WORK BY THE OWNER. THE CONTRACTOR'S RESPONSIBILITY INCLUDES ALL IMPLEMENTATION AS REQUIRED TO PREVENT EROSION AND THE DEPOSITING OF SILT. THE OWNER MAY DIRECT THE CONTRACTOR'S METHODS AS DEEMED FIT TO PROTECT PROPERTY AND IMPROVEMENTS. ANY DEPOSITION OF SILT OR MUD ON NEW OR EXISTING PAVEMENT OR IN EXISTING STORM SEWERS OR SWALES SHALL BE REMOVED AFTER EACH RAIN EVENT. AFFECTED AREAS SHALL BE CLEANED TO THE SATISFACTION OF THE OWNER, ALL AT THE EXPENSE OF THE CONTRACTOR. ALL TEMPORARY EROSION CONTROL SHALL BE REMOVED BY THE CONTRACTOR AFTER THE TURF IS ESTABLISHED.
4. ALL STREETS DISTURBED DURING WORKING HOURS MUST BE CLEANED AT THE END OF EACH WORKING DAY. A CONSTRUCTION ENTRANCE TO THE SITE MUST BE PROVIDED ACCORDING TO DETAILS TO REDUCE TRACKING OF DIRT ONTO PUBLIC STREETS.
5. PROPOSED PONDS SHALL BE EXCAVATED FIRST AND USED AS TEMPORARY PONDING DURING CONSTRUCTION.
6. WHEN INSTALLING END-OF-LINE FLARED END SECTIONS, BRING THE SILT FENCE UP & OVER THE FLARED END SECTIONS & COVER DISTURBED AREAS WITH RPP RAP. THE UPSTREAM FLARED END SECTIONS SHALL HAVE WOOD FIBER BLANKET INSTALLED ON THE DISTURBED SOILS.
7. ALL UNPAVED AREAS ALTERED DUE TO CONSTRUCTION ACTIVITIES MUST BE RESTORED WITH SEED AND MULCH. SO, EROSION CONTROL BLANKET OR BE HARD SURFACE WITHIN 2 WEEKS OF COMPLETION OF CONSTRUCTION.
8. THE SITE MUST BE STABILIZED PER THE REQUIREMENTS OF THE MPDA, NPDES, MNDOT, AND CITY.
 - A. TEMPORARY (GREATER THAN 1-YEAR) SEED SHALL BE MNDOT SEED MIX 22-111 AT 30.5-POUNDS PER ACRE.
 - B. TEMPORARY (LESS THAN 1-YEAR) SEED SHALL BE MNDOT SEED MIX 21-112 (FALL) OR 21-111 (SPRING/SUMMER) AT 100-POUNDS PER ACRE.
 - C. POND SLOPES SHALL BE MNDOT SEED MIX 33-261 AT 35-POUNDS PER ACRE.
 - D. GENERAL SEEDING SHALL BE MNDOT SEED MIX 25-151 AT 70-POUNDS PER ACRE.
 - E. MULCH SHALL BE MNDOT TYPE 1 APPLIED AT 2-TONS PER ACRE.
9. FOR AREAS WITH SLOPE OF 3:1 OR GREATER, RESTORATION WITH SOO OR EROSION CONTROL BLANKET IS REQUIRED.
10. ALL TEMPORARY STOCKPILES MUST HAVE SILT FENCE INSTALLED AROUND THEM TO TRAP SEDIMENT.
11. ALL PERMANENT PONDS USED AS TEMPORARY SEDIMENT BASINS DURING CONSTRUCTION SHALL BE DREDGED AFTER THE SITE HAS BEEN STABILIZED TO RESTORE THE POND TO THE PROPOSED BOTTOM ELEVATION.
12. ALL CONSTRUCTION SHALL CONFORM TO LOCAL AND STATE RULES INCLUDING THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS.
13. THE SITE MUST BE KEPT IN A WELL-DRAINED CONDITION AT ALL TIMES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR TEMPORARY DITCHES, PIPING OR OTHER MEANS REQUIRED TO INSURE PROPER DRAINAGE DURING CONSTRUCTION. LOW POINTS IN ROADWAYS OR BUILDING PADS MUST BE PROVIDED WITH A POSITIVE OUTFLOW.
14. PUBLIC STREETS USED FOR HAULING SHALL BE KEPT FREE OF SOIL AND DEBRIS. STREET SWEEPING SHALL BE CONCURRENT WITH SITE WORK.



FOR PERMITTING

BLOW MOLDED SPECIALTIES
2019 BUILDING ADDITION
222 BRONDER DRIVE, FOLEY, MN 55329

NO.	REVISION
1	05/09/2018
2	
3	
4	
5	

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

W. R. H.

LICENSE NO. 44984

DATE: 05/07/18

Westwood

Westwood Professional Services, Inc.
2701 Cedarwood Square, Suite 200
St. Cloud, MN 56301

PHONE: 800-233-6465
FAX: 800-233-6465
TELEPHONE: 1-800-274-0465

www.westwoodinc.com



C500

© 2018 Westwood Professional Services, Inc.

Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance



UTILITY LEGEND

EXISTING	PROPOSED	
---	---	PROPERTY LINE
---	---	EASEMENT LINE
---	---	CURB AND GUTTER
---	---	SANITARY SEWER
---	---	SANITARY SEWER FORCE MAIN
---	---	STORM SEWER
---	---	WATER MAIN
---	---	HYDRANT
---	---	GAS
---	---	UNDERGROUND ELECTRIC
---	---	OVERHEAD ELECTRIC
---	---	UNDERGROUND TELEPHONE
---	---	OVERHEAD TELEPHONE
---	---	TELEPHONE FIBER OPTIC
---	---	CABLE TELEVISION
---	---	DRAIN TILE
---	---	GATE VALVE
---	---	FLARED END SECTION (WITH REPAIR)
---	---	LIGHT POLE

GENERAL UTILITY NOTES

- THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND LIMITED MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION SHALL NOT BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY THE OWNER OR ENGINEER OF DISCREPANCIES.
- ALL SANITARY SEWER, STORM SEWER AND WATER MAIN MATERIAL AND INSTALLATIONS SHALL BE PER CITY REQUIREMENTS, MINNESOTA PLUMBING CODE, AND IN ACCORDANCE WITH THE CURRENT EDITION OF STANDARD SPECIFICATIONS FOR WATER MAIN AND SERVICE LINE INSTALLATION AND SANITARY SEWER AND STORM SEWER INSTALLATION AS PREPARED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA.
- PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL OBTAIN THE NECESSARY FEDERAL, STATE AND LOCAL PERMITS FOR THE PROPOSED WORK OR VERIFY WITH THE OWNER OR ENGINEER THAT PERMITS HAVE BEEN OBTAINED. PERMIT FEES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR UNLESS OTHERWISE ARRANGED WITH THE OWNER.
- CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATION AND DIMENSIONS OF DOORWAYS, RAMPS, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY CONNECTION LOCATIONS.
- ALL PRIVATE UTILITIES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE SPECIFICATIONS OF THE APPROPRIATE UTILITY COMPANY. THE CONTRACTOR SHALL COORDINATE THE SERVICE LINE CONSTRUCTION WITH THE UTILITY COMPANIES.
- CONTRACTOR SHALL OBTAIN ALL NECESSARY CITY PERMITS FOR UTILITY CONNECTIONS, AND UTILITIES SHALL BE INSPECTED AND APPROVED BY THE CITY. THE CITY SHALL BE NOTIFIED 48 HOURS PRIOR TO COMMENCING WITH THE UTILITY CONSTRUCTION OR ANY REQUIRED TESTING. CONTRACTOR SHALL NOT OPERATE, INTERFERE WITH, CONNECT ANY PIPE OR HOSE TO, OR TAP ANY WATER MAIN BELONGING TO THE CITY UNLESS DULY AUTHORIZED TO DO SO BY THE CITY. ANY ADVERSE CONSEQUENCES OF SCHEDULED OR UNSCHEDULED DISRUPTIONS OF SERVICE TO THE PUBLIC ARE TO BE THE RESPONSIBILITY OF THE CONTRACTOR.
- WATER MAIN LENGTHS AS SHOWN ARE APPROXIMATE HORIZONTAL LENGTHS. ALLOW FOR ADDITIONAL PIPE WHEN INSTALLING ON SLOPES OR WHEN DEFLECTIONS ARE REQUIRED. THE JOINT DEFLECTIONS SHALL NOT EXCEED THE MAXIMUM RECOMMENDED BY THE PIPE MANUFACTURER OR SPECIFICATIONS. FITTINGS REQUIRED TO CONSTRUCT WATER MAIN SHALL BE INCLUDED IN WATER MAIN CONSTRUCTION.
- PROVIDE WATER MAIN THRUST RESTRAINTS PER CITY STANDARD REQUIREMENTS.
- A MINIMUM VERTICAL SEPARATION OF 18 INCHES IS REQUIRED AT ALL WATER LINE CROSSINGS WITH SANITARY SEWER OR STORM SEWER. THE WATER LINE SHALL NOT HAVE JOINTS OR CONNECTION WITHIN 10 FEET OF THE CROSSING. INSULATE CROSSINGS WITH STORM SEWER.
- UTILITY SERVICES TYPICALLY TERMINATE 5' OUTSIDE BUILDING WALL UNLESS OTHERWISE SHOWN OR NOTED.
- DUCTILE IRON WATER LINES SHALL BE CLASS 52, PER AWWA C115 OR C151. COPPER WATER LINES SHALL BE TYPE K PER ASTM B88. PVC WATER LINES SHALL BE PER AWWA C900 AND INSTALLED PER AWWA C605 IF ALLOWED BY CITY. ADDITIONAL MATERIALS FOR THE BUILDING SUPPLY WATER PIPE AS SHOWN IN TABLE 604.1 OF THE MN PLUMBING CODE MAY BE ALLOWED WITH APPROVAL OF THE CITY.
- ALL WATER LINES SHALL HAVE 6" MINIMUM COVER. INSULATE WATER MAIN IF LESS THAN 8" OF COVER. INSULATION SHALL BE DOW STYROFOAM H BRAND 35 OR EQUIVALENT, WITH 4 INCHES OF THICKNESS.
- SANITARY SEWER PIPE OUTSIDE THE BUILDING ENVELOPE SHALL BE POLYVINYL CHLORIDE (PVC) SCHEDULE 40 PER ASTM D2688. ALL PLASTIC SANITARY SEWER SHALL BE INSTALLED PER D2221. SOLVENT WELD JOINTS MUST INCLUDE USE OF A PRIMER WHICH IS OF A CONTRASTING COLOR TO THE PIPE AND CEMENT. ALL SANITARY SEWER SHALL BE TESTED ACCORDING TO MINNESOTA PLUMBING CODE, PART 712.0.
- STORM SEWER PIPE:
 - RCP AND HDPE PIPE MAY BE INSTALLED WITH APPROVAL OF LOCAL GOVERNING AGENCY.
 - PRECAST CONCRETE PIPE SHALL BE CLASS 5 FOR PIPE DIAMETERS 18" AND SMALLER, CLASS 3 FOR PIPE DIAMETERS 21" AND LARGER UNLESS OTHERWISE NOTED, PER ASTM C76 WITH R-4 GASKETS.
 - HDPE STORM PIPE 4" TO 10-INCHES IN DIAMETER SHALL MEET REQUIREMENTS OF AASHTO M252. HDPE STORM PIPE 12" TO 60 INCHES IN DIAMETER SHALL MEET REQUIREMENTS OF ASTM F2366. FITTINGS SHALL BE PER ASTM D2321 AND INSTALLED PER ASTM D2321.
 - PVC STORM SEWER PIPE AND FITTINGS SHALL BE SCHEDULE 40 PIPE PER ASTM D2685 AND INSTALLED PER ASTM D2321.
 - CORRUGATED METAL PIPE (CMP) FOR SIZES 18" TO 120-INCH AND MUST MEET ASTM A760 OR ASTM A796 AND BE INSTALLED PER ASTM A798. CMP MAY NOT BE INSTALLED WITHIN 10 FEET OF A WATERMAIN, WATER SERVICE, OR A BUILDING.
 - ALL STORM SEWER JOINTS AND STRUCTURE CONNECTIONS SHALL BE GASTIGHT OR WATERIGHT AS REQUIRED BY MINNESOTA PLUMBING CODE, PART 701.3. STORM SEWER LOCATED WITHIN 10 FEET OF A BUILDING AND/OR WATER LINE SHALL BE TESTED PER MINNESOTA PLUMBING CODE, PART 712.
- ALL NONCONDUCTIVE PIPE SHALL BE INSTALLED WITH A LOCATE (TRACER) WIRE PER MINNESOTA RULES, PART 7500.0150.
- POST INDICATOR VALVES SHALL BE CLOW F-5730 (OR EQUIVALENT) MEETING AWWA STANDARD C509 AND CITY STANDARDS. VALVE TO BE MECHANICAL JOINT RESISTANT WEDGE GATE VALVE. POST TO BE ADJUSTABLE FOR 8 FEET WATER MAIN DEPTH. THE ELECTRICAL ALARM SWITCH SHALL BE PART NO. PCV52 (OR EQUIVALENT).
- AFTER CONSTRUCTION IS COMPLETED, THE CONTRACTOR SHALL PROVIDE THE OWNER WITH AN AS-BUILT RECORD OF UTILITY CONSTRUCTION. THE AS-BUILT SHALL INCLUDE LOCATION AND LENGTH DEVIATIONS OR CHANGES TO THE PLAN. CONTRACTOR TO VERIFY WITH OWNER OR ENGINEER WHETHER A PLAN WITH POST-CONSTRUCTION ELEVATIONS IS REQUIRED.

BLOW MOLDED SPECIALTIES
2019 BUILDING ADDITION
222 BRONDER DRIVE, FOLEY, MN 55329

REV	DESCRIPTION
1	ISSUED FOR PERMIT
2	
3	
4	
5	

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

William R. Hester

LICENSE NO. 48064
DATE: 05/05/19

Westwood

Westwood Professional Services, Inc.
2575 Lake Street, Suite 101
St. Cloud, MN 56301

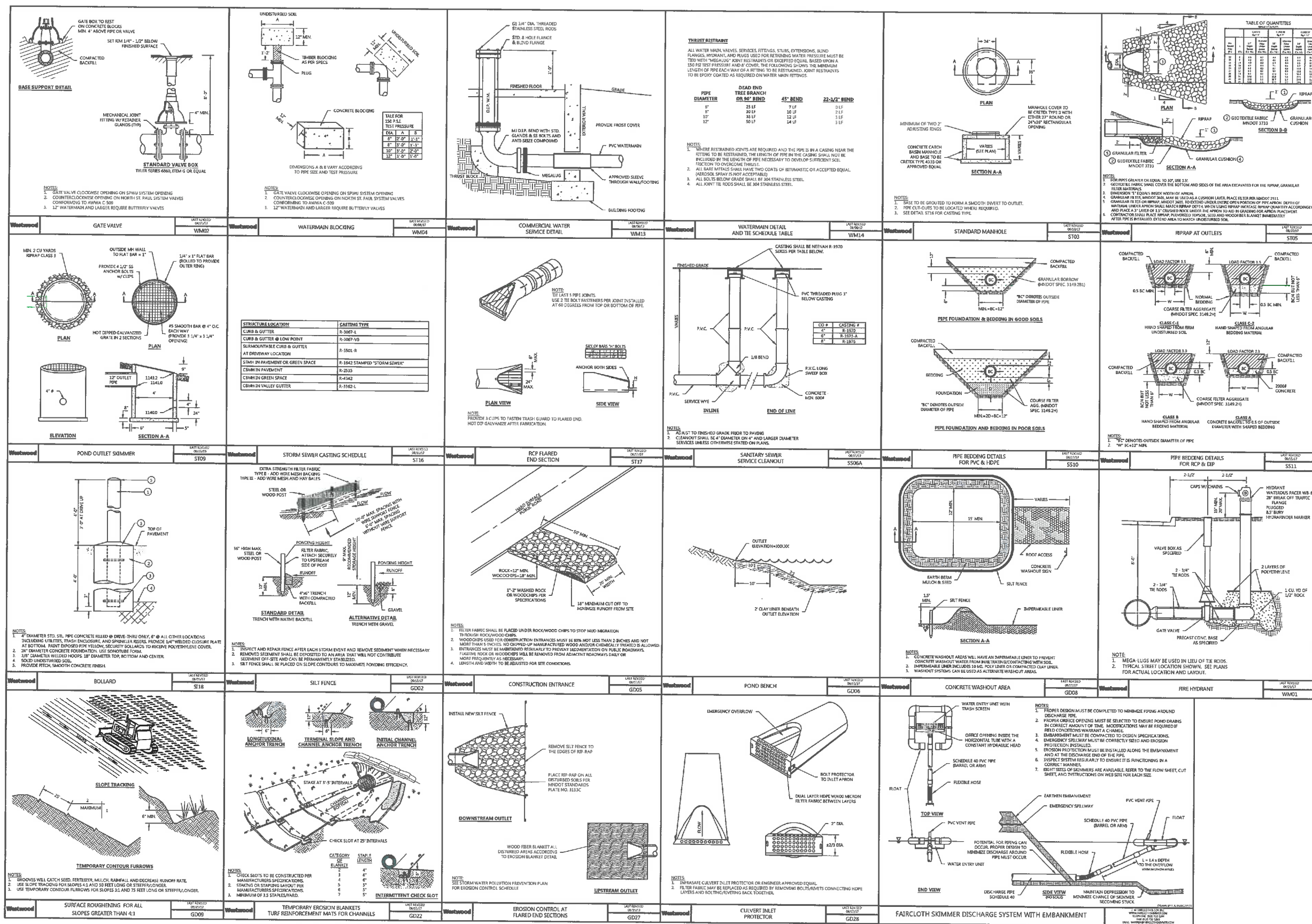
PHONE: 320-324-8465
FAX: 320-324-8051
TOLL FREE: 1-800-279-9446
www.westwood-engineers.com



C600

© 2019 Westwood Professional Services, Inc.

N:\2004\537\01\DWG\CTA\0004537.DWG



Sarah Brunn

From: Steve Nelson <Steve.Nelson@RiceCompanies.com>
Sent: Friday, September 27, 2019 10:00 AM
To: Sarah Brunn
Cc: Doug VonArb; Chris Rice
Subject: FW: Blow Molded Specialties
Attachments: 2019-09-06 - Blow Molded Civil Plans with pipeline.pdf

Sarah,

Please see the email below from Ed at FRH, Koch Pipeline Company, he said they have approved us to build over the easement & are in the process of filing out the Encroachment Permit. So it looks like everything is ready for the October 1st City Council Meeting. Please let us know if you need anything else.

Thank you & have a great weekend,

Steve W. Nelson

Vice President of Preconstruction & Client Relations

steve.nelson@ricecompanies.com

p: 320.252.0404

c: 320.250.0925



SAUK RAPIDS, MN | GLENCOE, MN | MANKATO, MN

www.ricecompanies.com

CONFIDENTIALITY NOTICE: *This message and any attachments may contain confidential, proprietary, or legally privileged information. Any unauthorized dissemination, use, or disclosure of this information, either in whole or in part, is strictly prohibited. Any and all quotations or bids provided within this electronic communication from Rice (the "Company") are valid for a period of ten (10) days following the date of this transmission (unless otherwise indicated), are directed for the named recipient only, and are strictly confidential in nature. The Company solely owns all rights, title, and interest in all copyrights and other intellectual property rights in any and all plans, sketches, drawings, specifications, blueprints, floor plans, elevations, renderings, and other material included within or attached to this correspondence, and such materials may not be distributed, modified, reproduced or altered without the Company's prior written consent.*

From: Traut, Ed <Ed.Traut@fhr.com>
Sent: Friday, September 27, 2019 9:20 AM
To: Steve Nelson <Steve.Nelson@RiceCompanies.com>; BARTLEY, ELIZABETH <ELIZABETH.BARTLEY@FHR.COM>
Cc: Traut, Ed <Ed.Traut@fhr.com>
Subject: Blow Molded Specialties

Steve, Elizabeth

1. FHR will allow the 36" cement culvert within its easement, and drive or parking lot as depicted on the attached civil plans.
2. An encroachment document is required by Flint Hill Resources, this agreement is with the property owner. (please see contact information for Blow Molded Specialties, Inc. below).
3. The culvert will be placed in the existing drainage ditch and approx. 126' in length.

4. The culvert will parallel no closer than 18' from the outer edge of FHR 16", line #1. (please see attached civil plans.)
5. A small portion of drive or parking lot will also encroach the pipeline easement although will not be over line #1, or #2 and area is located east of pipelines and new culvert.
6. I have confirmed that there are no cathodic concerns with FHR Jim Rudack.
7. Elisabeth do you require any additional information?

Doug Von Arb – President
Doug.vonarb@blowmolded.com
Blow Molded Specialties, Inc.
222 Bronder Drive Foley MN 56320-0310
Office 320.968.7251
Direct 320.968.5545

From: Steve Nelson [<mailto:Steve.Nelson@RiceCompanies.com>]
Sent: Tuesday, September 24, 2019 9:15 AM
To: Traut, Ed <Ed.Traut@fhr.com>
Cc: Chris Rice <Chris.Rice@RiceCompanies.com>; Doug VonArb <doug.vonarb@blowmolded.com>
Subject: Blow Molded Specialties

Sent by an external sender. Use caution opening attachments, clicking web links, or replying unless you have verified this email is legitimate.

Ed,

Attached are the revised Civil plans with the pipeline overlaid on them; the 36" diameter pipe is 126' long & is shown on the Civil drawing C600. We're trying to find out more about when the ditch was put in, but no luck so far, but still trying. Let us know if you need anything else, we appreciate all your help. Please give us a call after your meeti8ng tomorrow & give us an update.

Thank again,

Steve W. Nelson
Vice President of Preconstruction & Client Relations
steve.nelson@ricecompanies.com
p: 320.252.0404
c: 320.250.0925



SAUK RAPIDS, MN | GLENCOE, MN | MANKATO, MN
www.ricecompanies.com

CONFIDENTIALITY NOTICE: This message and any attachments may contain confidential, proprietary, or legally privileged information. Any unauthorized dissemination, use, or disclosure of this information, either in whole or in part, is strictly prohibited. Any and all quotations or bids provided within this electronic communication from Rice (the "Company") are valid for a period of ten (10) days following the date of this transmission (unless otherwise indicated), are directed for the named recipient only, and are strictly confidential in nature. The Company solely owns all rights, title, and interest in all copyrights and other intellectual property rights in any and all plans, sketches, drawings, specifications, blueprints, floor plans, elevations, renderings, and other material included within or attached to this correspondence, and such materials may not be distributed, modified, reproduced or altered without the Company's prior written consent.

DECLARATION OF RESTRICTION

This Declaration of Restriction ("Declaration") is made this ____ day of _____, 2019, by UMI Real Estate, Inc., a Minnesota corporation ("Declarant").

WHEREAS, the Declarant is the fee owner of the following described property (the "Property"):

Lots 5 and 6, Block 5, Foley Industrial Park, according to the plat and survey thereof on file and of record in the office of the Benton County Recorder (Tax PID Nos. 130069701, 130069800, and 130069801);

WHEREAS, the Property was originally platted as multiple lots; and

WHEREAS, Declarant desires to expand the existing commercial operation the Property across the platted lot lines through the combination of platted lots that make up the Property.

NOW, THEREFORE, Declarant makes the following declaration of restriction that shall run with the land and shall be binding on all parties and all persons claiming under them:

1. Lots 5 and 6, Block 5, Foley Industrial Park, according to the plat and survey thereof on file and of record in the office of the Benton County Recorder shall be combined and conveyed as one contiguous parcel; and
2. The Property shall not be sold off as individual lots unless the Property is replatted or otherwise subdivided in a manner approved by the City of Foley.

[Remainder of page intentionally blank.]

IN WITNESS WHEREOF, the Declarant has executed this Declaration on the date and year above written.

DECLARANT

UMI REAL ESTATE, INC.

By _____
Its _____

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

On this ____ day of _____, 2019, before me, a Notary Public for this County, personally appeared _____, who, being by me duly sworn, did say that he/she is the _____ of UMI Real Estate, Inc., and that this instrument was signed on behalf of said corporation by authority of its Board of Directors and acknowledged said instrument to be the free act and deed of said corporation.

Notary Public

CITY OF FOLEY

By _____
Gerard Bettendorf, Its Mayor

ATTEST:

By _____
Sarah A. Brunn, City Administrator

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

On this ____ day of _____, 2019, before me, a Notary Public for this County, personally appeared Gerard Bettendorf, who, being by me duly sworn, did say that he is the Mayor of the City of Foley, a Minnesota municipal corporation, and that this instrument was signed on behalf of said corporation by authority of its City Council and acknowledged said instrument to be the free act and deed of said corporation.

Notary Public

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

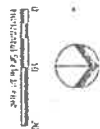
On this ____ day of _____, 2019, before me, a Notary Public for this County, personally appeared Sarah A. Brunn, who, being by me duly sworn, did say that she is the City Administrator of the City of Foley, a Minnesota municipal corporation, and that this instrument was signed on behalf of said corporation by authority of its City Council and acknowledged said instrument to be the free act and deed of said corporation.

Notary Public

THIS INSTRUMENT DRAFTED BY:

Rinke Noonan (AAR/mjr)
300 US Bank Plaza,
1015 West St. Germain Street
P.O. Box 1497
St. Cloud, MN 56302-1497
(320) 251-6700
Our File No. 04313-0223

Need more info from MPT on roundabout location.

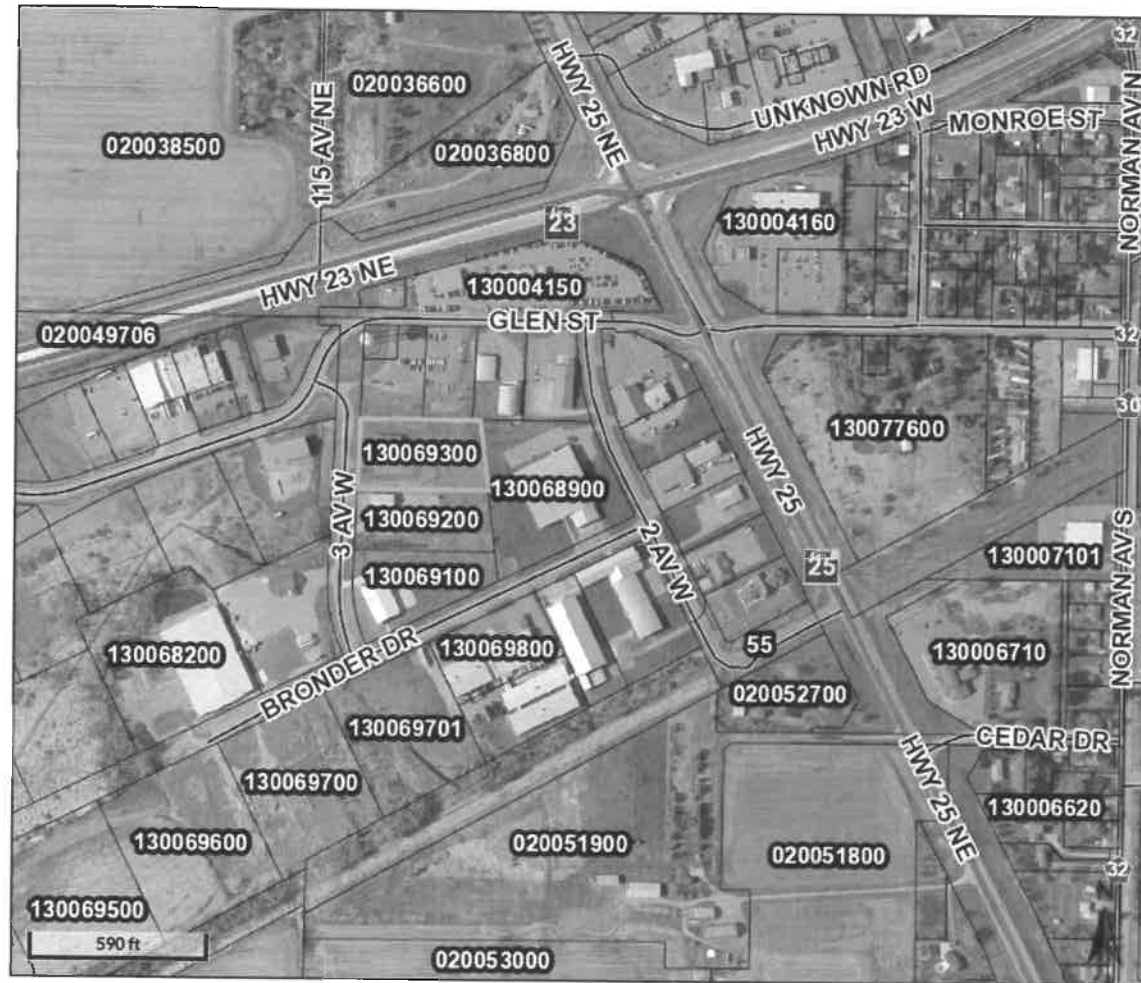
[illegible]

PROPOSED VEERKAMP-HARRIS SITE

1. 1991年 12月 1日 星期一 12月 1日 星期一 12月 1日 星期一
2. 1991年 12月 2日 星期二 12月 2日 星期二 12月 2日 星期二
3. 1991年 12月 3日 星期三 12月 3日 星期三 12月 3日 星期三
4. 1991年 12月 4日 星期四 12月 4日 星期四 12月 4日 星期四
5. 1991年 12月 5日 星期五 12月 5日 星期五 12月 5日 星期五
6. 1991年 12月 6日 星期六 12月 6日 星期六 12月 6日 星期六
7. 1991年 12月 7日 星期日 12月 7日 星期日 12月 7日 星期日
8. 1991年 12月 8日 星期一 12月 8日 星期一 12月 8日 星期一
9. 1991年 12月 9日 星期二 12月 9日 星期二 12月 9日 星期二
10. 1991年 12月 10日 星期三 12月 10日 星期三 12月 10日 星期三
11. 1991年 12月 11日 星期四 12月 11日 星期四 12月 11日 星期四
12. 1991年 12月 12日 星期五 12月 12日 星期五 12月 12日 星期五
13. 1991年 12月 13日 星期六 12月 13日 星期六 12月 13日 星期六
14. 1991年 12月 14日 星期日 12月 14日 星期日 12月 14日 星期日
15. 1991年 12月 15日 星期一 12月 15日 星期一 12月 15日 星期一
16. 1991年 12月 16日 星期二 12月 16日 星期二 12月 16日 星期二
17. 1991年 12月 17日 星期三 12月 17日 星期三 12月 17日 星期三
18. 1991年 12月 18日 星期四 12月 18日 星期四 12月 18日 星期四
19. 1991年 12月 19日 星期五 12月 19日 星期五 12月 19日 星期五
20. 1991年 12月 20日 星期六 12月 20日 星期六 12月 20日 星期六
21. 1991年 12月 21日 星期日 12月 21日 星期日 12月 21日 星期日
22. 1991年 12月 22日 星期一 12月 22日 星期一 12月 22日 星期一
23. 1991年 12月 23日 星期二 12月 23日 星期二 12月 23日 星期二
24. 1991年 12月 24日 星期三 12月 24日 星期三 12月 24日 星期三
25. 1991年 12月 25日 星期四 12月 25日 星期四 12月 25日 星期四
26. 1991年 12月 26日 星期五 12月 26日 星期五 12月 26日 星期五
27. 1991年 12月 27日 星期六 12月 27日 星期六 12月 27日 星期六
28. 1991年 12月 28日 星期日 12月 28日 星期日 12月 28日 星期日
29. 1991年 12月 29日 星期一 12月 29日 星期一 12月 29日 星期一
30. 1991年 12月 30日 星期二 12月 30日 星期二 12月 30日 星期二
31. 1991年 12月 31日 星期三 12月 31日 星期三 12月 31日 星期三

2000 400 600 800 1000





Overview



Legend

- Parcels
- Highways
- County Roads
- Roads

Parcel ID	130069300	Alternate ID	n/a	Owner Address	FRANDSEN BANK & TRUST
Sec/Twp/Rng	34-037-029	Class	233 - COMM LAND & BLDGS		PO BOX 367
Property Address	160 3RD AVE W FOLEY	Acreage	n/a		FOLEY, MN 56329

District FOLEY
Brief Tax Description Sect-34 Twp-037 Range-029 FOLEY INDUSTRIAL PARK Lot-009 Block-004
 (Note: Not to be used on legal documents)

Date created: 9/27/2019
 Last Data Uploaded: 9/27/2019 6:52:40 AM

Developed by **Schneider**
 GEOSPATIAL

CITY OF FOLEY

**REQUEST FOR PROPOSALS (QUALIFICATIONS-BASED)
FOR
ENGINEERING DESIGN SERVICES FOR WASTEWATER
REGIONALIZATION PROJECT**



RELEASED: October 2, 2019

ADVERTISEMENT:

CITY OF FOLEY, MINNESOTA
Request for Qualifications Based Proposals for Design Services for Wastewater
Regionalization Project

The City of Foley, Minnesota is requesting proposals from licensed, qualified Offeror's to provide Design Services based upon the scope of work outlined in this Request for Qualifications Based Proposal (RFP). All potential Offeror's are to read, understand and accept the requirements of this RFP. All proposals submitted shall be valid for ninety (60) days subject to action by the City. The City reserves the right to reject any and all proposals in part or in whole. A completed proposal shall be submitted in a sealed container indicating the proposal title along with the Offeror's name and address clearly marked on the outside of the container. All proposals shall be received by 4:00 PM on October 25, 2019, at the City of Foley, City Hall, 251 4th Avenue N, PO Box 709, Foley, MN 56329. By submitting a proposal for the requested services, each Offeror is certifying that it is a qualified firm and its proposal complies with regulations and requirements stated within the Request for Proposals.

EQUAL EMPLOYMENT OPPORTUNITY: All qualified Offeror's will receive consideration of contract(s) without regard to race, color, religion, sex or national origin, ancestry, age, physical and mental handicap, serious medical conditions, disability, spousal affiliation, sexual orientation or gender identity.

Request for proposals will be available by contacting Sarah A. Brunn, City Administrator, 251 4th Avenue N, PO Box 709, Foley, MN 56329, by telephone at (320) 968-7260, or by email at sbrunn@ci.foley.mn.us or via the city website at www.ci.foley.mn.us.

PROPOSALS RECEIVED AFTER THE DATE AND TIME SPECIFIED ABOVE WILL NOT BE CONSIDERED AND WILL BE REJECTED BY THE CITY OF FOLEY.

BACKGROUND INFORMATION:

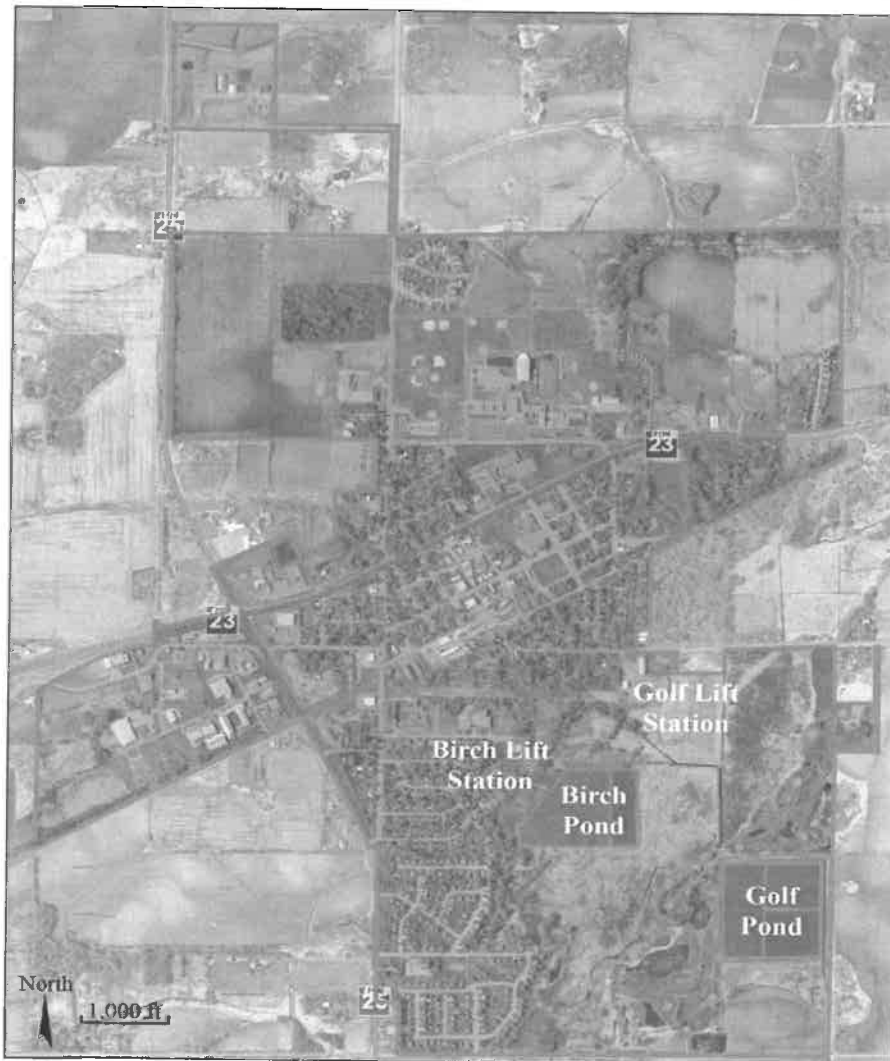
The City of Foley has a current population of 2,732 people and is located approximately eleven (11) miles east of the City of St. Cloud via Minnesota State Highway 23.

The City of Foley currently has approximately 880 sewer service connections and an average daily wastewater flow of 371,000 gallons. The City is also home to PouchTec Industries, LLC, a large wet industry.

The current wastewater system consists of two pond systems, Birch Ponds and Golf Ponds. The Birch Pond system is at the end of its life cycle and a complete decommission is expected. The Golf Pond system is still functioning but at capacity and still has remaining life expectancy. **Figure 1** shows the pond locations and lift stations.

Figure 1

Aerial of Foley, MN and Location of Birch Pond (SD001) and Golf Pond (SD002)



The wastewater expansion project begun when a facility plan was officially ordered by city council in July of 2017 after the Minnesota Pollution Control Agency (MPCA) restricted additional sewer extensions and determined current pond capacity required an expansion. The facility plan reviewed on-site treatment options as well as a regionalization option of running a force main and connecting with the City of St. Cloud. A full copy of the adopted Facility Plan with all exhibits is available on the City of Foley website, <https://ci.foley.mn.us/wastewater-facility-expansion>. The Facility Plan provides more details on flows of the current wastewater system and existing infrastructure.

The City of Foley is unique in that its current, on site system discharges to the Stoney Brook and into a “wild rice designated water”, making the City subject to a sulfate limit. The facility plan process determined the cost of treating sulfates creates additional exposure on the city’s current and future limits for on-site treatment.

The City of Foley began discussions with the City of St. Cloud on a regionalization option given the close proximity of St. Cloud and state highway right-of-way that exists between Foley and St. Cloud. It was determined St. Cloud has available capacity and a desire to allow Foley to connect to their system.

A connection point has been determined by the City of St. Cloud near Minnesota Truck Headquarters at Mayhew Lake Road and County Road 75 in St. Cloud, MN. **THIS CONNECTION POINT IS A CHANGE FROM THE CONNECTION POINT IDENTIFIED IN THE FACILITY PLAN!** A map showing a concept route is identified in **Figure 2**.

Figure 2



The wastewater facility plan was completed on April 12, 2019 by Short Elliot Hendrickson (S.E.H.) and approved by the Minnesota Pollution Control Agency on August 27, 2019. This facility plan approves the option of wastewater expansion by regionalizing with the City of St. Cloud. Again, the full wastewater facility plan is available on the City of Foley website at <https://ci.foley.mn.us/wastewater-facility-expansion/>.

In addition to the facility plan being prepared by Short Elliot Hendrickson (S.E.H.) the Foley City Council also hired an additional engineering firm, AE2S, to review and provide comments on the facility plan. These comments were presented to the council on July 9, 2019. Based on these comments and the findings in the facility plan the council has continued their progress towards a regionalization option with St. Cloud for wastewater expansion.

The estimated project costs for regionalization with the City of St. Cloud is estimated between \$19-\$22 million. These project cost estimates include a \$6-\$9 million connection fee which will be charged by the City of St. Cloud and is still being finalized. A more detailed breakdown of estimated costs can be found in the Facility Plan on page 42 in Table 29.

Based on discussions with the City of St. Cloud, this project is also anticipated to utilize the existing Golf Pond to serve as a stabilization pond to provide more flexibility to control the flow as it is sent to the City of St. Cloud.

The City of Foley is exploring a number of funding options for the project including loan and grant options through the Public Facilities Authority (PFA) and Rural Development, a direct request in the state bonding bill and a Federal EDA grant.

SCOPE OF WORK:

The scope of work in this proposal includes all aspects of design with regionalization to the City of St. Cloud. This includes identification of a specific route as well as types, numbers and sizes of pipes. This also includes locations and sizes of any needed pumps and treatment equipment before inclusion in the City of St. Cloud system.

The scope of work for this proposal will also consist of the preparation of a PER (Preliminary Engineering Report) should the City become eligible for federal grant funding. The PER should follow the requirements as identified in **Exhibit A** and as determined by the Federal EDA.

The City of Foley is also in the early stages of exploring the option of running a fiber optic line in collaboration with the wastewater regionalization project. Although two separate components, if the fiber optic line were to be pursued it may require cooperation with right-of-way acquisition being sought for both projects.

Other grant requirements may be included should the need arise during the design process.

PROJECT AREA:

The primary project area will include the city limits of Foley, approximately 2.51 square miles, as well as the corridor along Highway 23 running west, towards the City of St. Cloud where the wastewater force main, pumps and treatment will be installed.

PROJECT CONTACTS:

Sarah A. Brunn, City Administrator
City of Foley
251 4th Avenue N
P.O. Box 709
Foley, MN 56329
320-968-7260
sbrunn@ci.foley.mn.us

Mark Pappenfus, Public Works Director
City of Foley
251 4th Avenue N
P.O. Box 709
Foley, MN 56329
320-968-4082
mpappenfus@ci.foley.mn.us

SUBMITTALS OF PROPOSALS:

Proposals must be submitted to the City of Foley by 4:00 p.m. *October 25, 2019* at 251 4th Avenue N, PO Box 709, Foley, MN 56329. The proposal shall be placed in a sealed envelope marked clearly, "Response to RFP For Foley Wastewater Design Services".

EVALUATION CRITERIA:

All proposals will be evaluated on the following criteria:

- (a) Technical qualifications of the engineering firm and any subconsultants.
- (b) Technical experience with similar projects – demonstrate by providing contacts (name and phone number) & dates of all similar projects completed in similar sized communities in the last 5 years. Community will also conduct its own research of recently completed projects for each firm submitting a proposal.
- (c.) Ability to complete the PER in timely manner – demonstrate by providing a listing of key staff (engineering, community relations, financial expertise, and construction

management) and subconsultants who will complete this project, along with brief resumes or evidence of their experience in working with similar projects.

(d) Experience with multiple funding sources – demonstrate by providing list of projects completed within the last five years that utilize multiple funding sources.

(e) Expertise in designing facilities that reflect modest design, simple operational requirements, and economical cost of operation.

(f) Evidence of engineering firm's ability to provide a complete and thorough PER that complies with federal grant requirements.

(g) Evidence of firm's ability to design a project appropriate for the community's size, financial strength, and ability to repay the proposed indebtedness and operational costs.

(h) Any experience or other services provided that may be beneficial to this type of project.

(i) Engineering Firms hourly rate for services.

SELECTION PROCESS:

The City of Foley will review all proposals meeting the requirements and received by the City. Selection may be made based on applications supplied or by interviewing the best qualified applicants.

If interviews are to be conducted, the engineering firms under consideration will be notified as to time, date, and location of these interviews in order for the City's selection committee to ask specific questions to each candidate and evaluate their responses.

NOTE:

Prospective engineering firms are advised that no obligation or commitments are incurred by the City of Foley in announcing this Request for Proposals (Qualifications-Based). It is the intention that the City of Foley, after appropriate evaluations and interviews, will select the best qualified engineering firm and enter into an Agreement for design services and to complete a PER (if necessary). The Agreement for Engineering Services will utilize the prescribed format of the funding agency/agencies. At the option of the City, the selection process may include future utility system design, inspection, and construction management in addition to the completion of design services.

EXHIBIT A
EDA Preliminary Engineering Report Requirements
Last Updated August 16, 2016

Overview

EDA is required to complete an engineering review for all construction and design projects before making an award. EDA's Application Form (Form ED-900, *Application for EDA Assistance*) and related forms require Applicants to provide key information about the proposed construction and design projects to enable EDA to complete its requisite reviews.

All applications for construction and design assistance must complete the **Preliminary Engineering Report (PER)**. The following outline provides more detailed information on these requirements in order to assist Applicants in preparing their application.

Preliminary Engineering Report Requirements.

*Items listed in "bold italic" font are intended to provide additional guidance.
All items must be consistent in this report, SF-424 application, ED-900, Environmental Report, exhibits and any other document.*

C. Preliminary Engineering Report

To be considered for assistance, all construction and design applications must include a Preliminary Engineering Report (PER) that at a minimum provides the following information:

C.1. Description of project components. Provide a general description of all project components involved in the project. Indicate whether the project involves the construction of new infrastructure or facilities or the renovation or replacement of existing ones. Describe each of the project components in terms of dimensions, quantities, capacities, square footage, etc.

Provide a detailed description of the Project Components.

C.2. A statement verifying that the project components described in the engineering report are consistent with the EDA investment project description that is provided in Section B.2 of Form ED-900. Engineering reports that describe project components that are inconsistent with the EDA investment project description in Section B.2 of Form ED-900 will not be considered valid.

Provide such a statement.

C.3. Drawings showing the general layout and location of the existing site conditions and of the project components as well as location of any project beneficiary identified in Section B.9 of Form ED-900 that provide economic justification for the project, if any. Rough dimensions and quantities for major project components should be shown and labeled on

the drawings. Drawings should clearly identify the project components that are being proposed. Applicants are encouraged to clarify such drawings, for example, through color coding, labeling, and other appropriate methods.

All of the project components must be identified in the plans. Provide one set of 11"x17" drawings if possible. A site plan is required. If the site has a building, a detailed floor plan is required with all of the programming complete. Provide a typical pavement section cut if the project has a roadway.

C.4. A feasibility analysis for the constructability of the project. Include a review of the existing conditions and note particular features, alignments, and circumstances affecting construction of project components.

Provide a feasibility analysis.

C.5. The proposed method of construction. Indicate whether construction procurement will be done through competitive bid or other method. Indicate if any portion of the project is to be done by design/build, construction management at risk, the applicant's own forces, or a third-party construction manager. If an alternate construction procurement method (other than traditional design/bid/build with sealed competitive bid process) is proposed, a construction services procurement plan must be provided to EDA for approval in accordance with EDA's regulation at 13 C.F.R. § 305.6(a).

Traditional methods of design/bid/build with sealed competitive bids are preferred. Indicate the entity that will be responsible for all of the construction contracts and provide a detail of the entity's required tasks in Item 1 of the Budget Requirements found below in this Report.

C.6. The number of construction contracts anticipated. If multiple contracts are proposed, describe the project components included in each contract. If separate contracts are anticipated for demolition or site work, the budget information cost classification should reflect the estimated costs for these components. If project phasing is proposed, a project phasing request must be provided to EDA for approval per EDA's regulation at 13 C.F.R. § 305.9(a).

Provide the number of construction contracts anticipated.

C.7. A current detailed construction cost estimate for each of the project components. Show quantities, unit prices, and total costs and provide a basis for the determination of construction contingencies. The total of this estimate should match the construction line item of the SF-424C.

C.8. Real property acquisition. If the budget includes costs for acquisition of real property, include a current fair market value appraisal completed by a certified appraiser for the property to be purchased.

Provide a current detailed Architect or Engineer's opinion of costs.

C.9. A list of all permits required for the proposed project and their current status. Identify all permits required; include the timeline to obtain the permits and discuss how the permitting relates to the overall project schedule. If the project crosses a railroad right-of-way or is within a railroad right-of-way, explain any permitting or approvals that may be required from the railroad or other authority and the timeframe for obtaining these permits or approvals.

Provide a list of all anticipated permits required.

C.10. An overall estimated project schedule. This schedule should agree with the project schedule

outlined in the ED-900. Include the number of months for each of the following:

- i. design period;
- ii. period of time to obtain required permits;
- iii. period of time to obtain any required easements or rights-of-way;
- iv. solicitation of bids and awarding of contracts, and
- v. construction period.

Provide an estimated project schedule.

C.11. Overall project budget breakdown. For each "cost classifications" line item that the applicant

indicates will be included in the project budget on Form SF-424C, the applicant must provide a

breakdown of the proposed project costs and tasks that is consistent with the detailed construction

cost estimate for the project provided in the PER.

Provide a detailed breakdown of the tasks to be performed as listed below:

- a) *Note: All amounts should be rounded to the nearest hundred dollars.*
- b) *Line 1 – Administrative and legal expenses. Examples include: EDA components: record keeping, financial management, monitoring equal opportunity requirements, (EO), monitoring compliance with federal labor standards, EDA requirements monitoring, project closeout documentation, legal opinions, legal title search, etc.*
- c) *Line 2 – Land, structures, rights-of-way, appraisals, etc. This item is only to be used in the event an existing building is to be used as local match. Consult your EDA representative.*
- d) *Line 3 – Relocation expenses and payments. This item applies only to relocation expenses and payments and/or land acquisition. Consult your EDA representative*

- e) *Line 4 – Architectural and engineering fees. Examples include preparing plans and specs, required consultants (structural, mechanical, electrical, plumbing, etc.), bid administration, attend meetings, process change orders, review contractors' requests for payments and reimbursable costs, etc.*
- f) *Line 5 – Other architectural and engineering fees. Examples include: Survey, soils borings/report and material testing.*
- g) *Line 6 – Project inspection fees. Examples include: One time staking of project, construction inspection/observation for the project, notify Owner at 11 months after substantial completion and follow up, and a 12 month warranty inspection of all EDA project components.*
- h) *Line 7 – Site work. Add cost to the Construction line item for “pad ready” tasks.*
- i) *Line 8 – Demolition and removal. Add cost to the Construction line item for “pad ready” tasks.*
- j) *Line 9 – Construction. Provide a detailed Architects/Engineers Opinion of Costs consistent with that provided in Question 7 above.*
- k) *Line 10 – Equipment. N/A or contact an EDA representative.*
- l) *Line 11 – Miscellaneous. N/A or contact an EDA representative.*
- m) *Line 13 – Contingencies. No more than a 5% contingency is allowed. No other line item may contain contingency costs.*

Note: If there will be changes to any of the budget line items, please submit an updated SF-424C.

If the costs for an Architect/Engineer (all treated as a “contractor” refer to 2 CFR Part 200.23) is included the application and/or the Preliminary Engineering Report, ensure that they were properly procured for the complete project (including preparing the plans, specifications, ext.). Refer to 2 CFR Part 200.319 Competition. If they only are procured for the application and/or the Preliminary Engineering Report, then they will be ineligible to be procured for the complete project.

CFR Part 200.319 Competition (partial not the complete text)

- (a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.*

Midwest Equipment Mfg.1000 N. Jefferson St.
Wadena, MN 56482
USA**Quote 62**Order Date: 08/21/2019
Printed Date: 08/21/2019
Page: 1**Bill To:**City of Foley
251 4th Ave N
PO Box 705
Foley, MN 56325
USA**Ship To:**City of Foley
251 4th Ave N
PO Box 705
Foley, MN 56325
USA

Customer ID	Product Code	Part Code	Part Name	Part Price	Discount	Extended Price
CF4411						
Order Qty	UOM	Part Number	Part Name	Unit Price	Discount	Extended Price
1.000	EA	1070-ICK	See	3,790.00000	0.000 N	3,790.00
		1070-IC-CT - NOT INCLUDING CHUTE				
1	EA	577-8	See	225.00000	0.000 N	225.00
		8 CHUTE, SABRE, 15 42C				
				Non Taxable Subtotal		4,015.00
				Taxable Subtotal		0.00
				Order Discount		0.00
				Shipping/Handling		0.00
						0.00
				Order Total		4,015.00

Remote Pick-up Chute + \$293.⁰⁰Total \$4,308.⁰⁰

+ shipping



Product Quotation

Quotation Number: 32092D032105

Date: 2019-08-27 16:04:49

Customer Name/Address:	Bobcat Delivering Dealer	ORDER TO BE PLACED WITH: Contract Holder/Manufacturer
CITY OF FOLEY 271729 251 4th Ave N Foley, MN 56329-8442	Farm-Rite Equipment of St. Cloud, St. Cloud, MN 810 MAYHEW LAKE RD NE ST. CLOUD MN 56304 Phone: 320-240-2085 Fax: 320-230-1012	Clark Equipment Co dba Bobcat Company 250 E Beaton Dr, PO Box 6000 West Fargo, ND 58078 Phone: 701-241-8719 Fax: 855.608.0681 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
SB240 Snowblower - 72" Width	M7005	1	\$4,463.20	\$4,463.20
--- 9.6 Hyd Motor Package (25 - 31 gpm)	M7005-R01-C04	1	\$866.60	\$866.60

Total of Items Quoted	\$5,329.80
Other Charges: Bobcat Material Surcharge	\$0.00
Quote Total - US dollars	\$5,329.80

Notes:

14 pin T. Harness (installed)
(6728/65)

\$250.00
\$5,579.80

*Prices per the Minnesota Contract# 149595, T-631(5). 11/1/18-10/31/19
*Must be a Coop Member to purchase off contract
*Terms Net 30 Days. Credit cards accepted.
*FOB Destination within the 48 Contiguous States.
*Delivery: 60 to 90 days from ARO.
*State Sales Taxes apply. IF Tax Exempt, please include Tax Exempt Certificate with placed order.
*TID# 38-0425350
*ORDERS MUST BE PLACED WITH: Clark Equipment Company dba Bobcat Company, Govt Sales,
PO Box 6000, 250 E. Beaton Drive, West Fargo, ND 58078.

Prices & Specifications are subject to change. Please call before placing an order. Applies to factory ordered units only.

ORDER ACCEPTED BY:

SIGNATURE

DATED

PRINT NAME AND TITLE

PURCHASE ORDER #

SHIP TO ADDRESS:

BILL TO ADDRESS (if different than Ship To):



Foley Library Board Members

*re-appointed Simon for 2017-2019 to keep terms staggered.

Year	Member	Length of Term	Term
2019	Wendy Ziwicki	3 yrs	2019-2021
	Laura Olson	3yrs	2019-2021
2018	Magnuson, Dawn	3 yrs	2018-2020
	Silverness, Bethany		2018-2020
2017	*Simon, Jennifer	3 yrs	2017-2019
2016	Simon, Jennifer	1 yr	2016
2016	Olson, Laura	3 yrs	2016-2018
2016	Ziwicki, Wendy	3 yrs	2016 – 2018
2015	Magnuson, Dawn	3 yrs	2015 – 2017
	Silverness, Bethany	3 yrs	2015 – 2017
2014	Hutchins, Krista	3 yrs	2014 – 2015
	Janorschke, Susan	3 yrs	2014 – 2016
2013	Ziwicki, Wendy	3 yrs	2013 – 2015
2012	Magnuson, Dawn	3 yrs	2012 – 2014
	Silverness, Bethany	3 yrs	2012 – 2014
2011	Hutchins, Krista	3 yrs	2011 – 2013
	Janorschke, Susan	3 yrs	2011 – 2013
2010	Hutchins, Krista	1 yr	2010
	Silverness, Bethany	2 yrs	2010 – 2011
	Ziwicki, Wendy	3 yrs	2010 – 2012
2009	Jessen, Pat	3 yrs	2009 – 2011
	Schommer, Liz	3 yrs	2009 – 2011
2008	Anne Bang	3 yrs	2008 – 2010
2007	Ernst, Jane	3 yrs	2007 – 2009
	Schommer, Liz	3 yrs	2007 – 2009
2006	Jessen, Pat	3 yrs	2006 – 2008
	Schommer, Liz	3 yrs	2006 – 2008
2005	Bang, Anne	3 yrs	2005 – 2007
2004	Ernst, Jane	3 yrs	2004 – 2006
	Cross, Deb	3 yrs	2004 – 2006
2003	Jessen, Pat	3 yrs	2003 – 2005
-	Schommer, Liz	3 yrs	2003 – 2005
2002	Bang, Anne	3 yrs	2002 – 2004
2001	Ernst, Jane	3 yrs	2001 – 2003
	Cross, Deb	3 yrs	2001 – 2003
2000	Jessen, Pat	3 yrs	2000 – 2002
	Schommer, Liz	3 yrs	2000 – 2002
1999	Bang, Anne	3 yrs	1999 – 2001
1998	Ernst, Jane	3 yrs	1998 – 2000
	Rohman, Lynn	3 yrs	1998 – 2000
1997	Weis, Judy	3 yrs	1997 – 1999
	Schommer, Liz	3 yrs	1997 – 1999

Proposed staffing changes

Foley / Royalton Shared LSC

Current Staffing allocation			
Library	Position	Number of Staff	Weekly Hours
FO	LSC	1	24
FO	Assistant	1	19.25
FO	Senior Aide	1	24
Subtotal		3	67.25
RY	LSC	1	17
RY	Assistant	1	9
RY	Senior Aide	1	10
Subtotal		3	36
Total		6	103.25

Proposed Staffing allocation			
Library	Position	Number of Staff	Weekly Hours
FO	LSC	0.62	18.5
FO	Assistant	2	29.25
FO	Senior Aide	1	24
Subtotal		3.62	71.75
RY	LSC	0.38	11.5
RY	Assistant	2	19
RY	Senior Aide	1	10
Subtotal		3.38	40.5
Total		7	112.25

Change in Staffing allocation			
Library	Position	Number of Staff	Weekly Hours
FO	LSC	-0.38	-5.5
FO	Assistant	1	10
FO	Senior Aide	0	0
Subtotal		0.62	4.5
RY	LSC	-0.62	-5.5
RY	Assistant	1	10
RY	Senior Aide	0	0
Subtotal		0.38	4.5
Total		1	9

Foley

	2014	2015	2016	2017	2018	5 year Average	Difference 2014-2018
Borrowers	1,976	1,863	1,867	1,839	1,783	1,866	(193)
Circulation	67,948	58,041	54,534	53,607	50,724	56,971	(17,224)
Door count	30,680	19,760	21,258	17,784	20,332	21,963	(10,348)
Internet use	3,107	3,335	2,383	2,083	1,918	2,565	(1,189)
Programs	32	49	65	46	34	45	2
Program attendance	341	1,382	2,796	1,889	1,305	1,543	964
SRP registrations							
0-3	16	11	20	17	19	17	3
Children	219	176	179	191	190	191	(29)
Teens	31	44	41	45	41	40	10

Foley

Total change
from current
staffing levels

	LSC	LA	Aide	Total	
2018 staffing		24	19.25	24	67.25
2009 calculator		23.69	23.72	25.68	73.09
2010 calculator		23.69	24.98	26.34	75.01
2011 calculator		24	23.3	24.03	71.33
2012 calculator		23.75	17.67	24.48	65.9
2013 calculator		23.6	16.65	23.47	63.72
2014 calculator		23.6	15.96	22.83	62.39
2015 calculator		23.6	13.01	20.31	56.92
2016 calculator		23.32	11.37	19.1	53.79
2017 calculator		23.33	11.09	18.52	52.94
2018 calculator		23.29	10.26	17.97	51.52
Averages		23.59	16.80	22.27	62.66

Staffing Changes Summary

	LSC	LA	Aide	Total
4/1/2011		0	0	4.25
6/24/2013		-2.25	-2.25	7.75
2/21/2019			-0.25	-0.25
Total changes		-2.25	-2.5	12
				7.25

EAST METRO

Lake Elmo closes the book on its city library

Washington County will take over the city library, promising a wider range of services that residents want.

By Kevin Giles Star Tribune DECEMBER 23, 2017 — 1:36PM

Nearly seven years ago, Martha Riel locked up Lake Elmo Library on its last day of county ownership after a dispute over hours and services. Soon she'll reopen it as a Washington County Library branch once again.

As its new manager, she'll have the task of merging Lake Elmo's city library, which residents built from scratch since that bitter split with the county in 2011, into the county library network. On Jan. 20, the library will open with a range of services.

How will Lake Elmo residents react to the change?

"I'm sure there will be a range of opinions, but I'm expecting a very smooth transition," Riel said.

The library will be open 40 hours Monday through Saturday, eight hours fewer than under the city's operation. But residents will have "a broader and deeper collection than they're had before," said Keith Ryskoski, who oversees Washington County's eight libraries.

Benefits, he said, will include more book titles available electronically and through interlibrary loans.

Four librarians currently working for Lake Elmo will continue to work there as county employees, including library director Nate Deprey. And Riel, formerly manager of the county's R.H. Stafford Library in Woodbury, will manage both the Lake Elmo library and Valley branch library in Lakeland.

The 2018 budget for the county's libraries in 2018 will total \$8.4 million, of which Lake Elmo residents will contribute \$371,750. The city's annual library levy, which will be discontinued, was \$256,000.

The difference, said the county's Deputy Administrator Kevin Corbid, represents the cost of additional services that Lake Elmo residents will receive from the county branch library.



KEVIN GILES • STAR TRIBUNE

Martha Riel returns after a seven-year absence as the new manager of the library in Lake Elmo.

Read More

EAST METRO

Lake Elmo rejoins Washington County library system

City had checked out after dispute over services.

By Kevin Giles Star Tribune JUNE 20, 2017 — 9:06PM

Washington County commissioners voted Tuesday to close the book on a long-running library dispute with Lake Elmo.

The board voted 5-0 to approve a new contract restoring the Lake Elmo library to the county library system next year, ending a six-year hiatus for the library that resulted from a dispute over hours and services.

The Lake Elmo City Council last month voted unanimously to return to the county system.

“I think we’ve found a good compromise,” said City Administrator Kristina Handt, who worked with the city’s library board to forge the new plan. The big gain for residents, she said, will be having restored access to programming and resources provided by the Metropolitan Library Service Agency (MELSA).

About 2,700 Lake Elmo residents have city library cards, she said. The east metro city has about 8,000 residents.

Lake Elmo checked out of the Washington County library system in January 2011 after months of deteriorating relations. Eighty volunteers built a city-owned library with donated books, the city hired a librarian and programs were established for literacy, writing, art appreciation and children’s summer reading.

But in 2014, the city signaled a desire to mend relations with the county.

The new agreement takes effect on Jan. 1, when the county will take over the city library and begin to operate it at least 40 hours a week. While that’s a reduction from 48 hours under city operation, the county has agreed to dedicate some of those hours to weeknights and weekends as preferred by residents.

Keith Ryskoski, the county’s library director, told commissioners that beginning July 1, Lake Elmo residents who want a county library card no longer will be charged a \$60 fee. The county also agreed to provide electronic access to MELSA after Aug. 1, he said.



GLEN STUBBE - STAR TRIBUNE

Washington County last operated the Lake Elmo library in 2011.

Read More

INDEPENDENT

Residents speak out on library conflict

MARSHALL For the Marshall-Lyon County Board, one of the big questions about the Marshall-Lyon County Library's recent decision to leave the Plum Creek Regional Library System has to do with money. In particular, county commissioners need to decide whether or not to continue providing about one-third of the library's annual funding. And if they do decide to continue funding MLCL, there's still the question of meeting the county's maintenance of effort toward other area libraries that are members of Plum Creek.

A lot of the feedback gathered at a public hearing Wednesday night wasn't directly related to that question, but county commissioners did hear

statements of support for both MLCL and Plum Creek, as well as plenty of questions as to why MLCL and Plum Creek were fighting in the first place.

Lyon County Board Vice Chairman Steve Ritter said commissioners were at the crowded hearing to listen.

“There will be no vote tonight,” Ritter said. Commissioners would consider the issue, and the public comments from the hearing, at its next regular meeting.

Ritter gave representatives from Plum Creek and MLCL each 15 minutes to speak, and then opened the floor to questions and comments.

Plum Creek Director Mark Ranum said he was also mainly at the hearing to listen.

“I had hoped a public meeting like this would happen,” Ranum said.

Ranum said the Plum Creek system provides member libraries with services including interlibrary loans and delivery, and Legacy grant-funded programming. The system’s mission is to connect libraries and library patrons with as many resources as possible, he said.

MLCL Board President Gwen Sturrock said that local support for MLCL has remained strong throughout its history and accounts for many of the community programs and services the library currently provides. Sturrock urged commissioners to continue providing monetary support to the library. Otherwise, she said, budget cuts could affect things like non-member fees, library staffing and hours.

During the open session, members of the public questioned why the two groups couldn’t get along.

The conflict has a complicated history. About a year ago, Plum Creek governing board members voted to cut interlibrary loan services to MLCL, in response to disputes over holding new library materials locally. MLCL board members, meanwhile, said their issues extended beyond that, to general concerns the amount of local autonomy Plum Creek member libraries had. Lyon County commissioners and the MLCL board voted first

to announce their intent to leave Plum Creek, then to go through state mediation with the regional system. However, the Plum Creek board then voted to reject the finished mediation agreement and instead offered to keep MLCL as a member, provided MLCL obeyed all current and future Plum Creek policies. In June, the MLCL board voted first to accept the offer and then later rescinded that vote and opted to leave Plum Creek.

Currently MLCL, which includes libraries in Marshall, Cottonwood and Balaton, is operating without regional and state interlibrary loan services. However, Sturrock said the library is in talks with another large Minnesota library to do interlibrary loans.

On the county's side of things, there's a question about how to meet statutory requirements to support public libraries. State Librarian Jennifer Nelson said under state law, counties must give financial support to libraries participating in a regional library system. In Lyon County's case, the minimum maintenance of effort is calculated at more than \$200,000 a year. Before the split from Plum Creek, the county had met those requirements by funding MLCL.

MLCL patrons spoke up both for and against the library's decision to leave Plum Creek. Some patrons, like Marshall resident Joe Amato, praised local efforts to support the library and the quality of work local people have done over the years.

However, Marshall resident Julie Lyons said it's now harder for her children to get access to books for their accelerated reading program.

"We lose a lot by only having the books that are local," she said.

Other MLCL patrons said they were afraid of losing more library services and selection, especially if the county stops funding MLCL.

Tom Runholt, a member of the MLCL Board and the Plum Creek Board, said trying to work with Plum Creek in recent years has been "a contentious and difficult experience." Runholt said MLCL saw their positions on library policy to be in deep conflict with the system and

Ranum's management of it. He brought up Plum Creek's counteroffer to the mediation agreement, which Ranum had drafted.

"We would be in the Plum Creek library system today, if it weren't for the rejection of a good mediation agreement," Runholt said.

"We had 18 opinions voting one way, in solidarity," Ranum said of the Plum Creek Board's vote. But, he said, without the mediation agreement, there was no path forward for MLCL to stay a member of Plum Creek. Ranum said the counteroffer was an attempt to preserve library services for MLCL patrons.

Several people, including directors of several Plum Creek member libraries, said the breakup had more to do with MLCL's wishes than a loss of Plum Creek member autonomy.

"This whole idea that somehow Plum Creek is taking away our autonomy, it's not true," said Stephanie Hall, director of the Meinders Community Library in Pipestone. Hall and other librarians said they were also concerned that MLCL was not sharing its materials equally with fellow Plum Creek members.

Vanessa Hoffmann, director of the Morgan Public Library, said there were also concerns that the phrasing of the mediation agreement meant conflicts with MLCL were just going to continue, unresolved.

Nelson said the mediation agreement included terms about working to improve communication among Plum Creek members and working to develop conflict resolution policies.

INDEPENDENT

Lyon County says it wants to negotiate, not pull out of library system

MARSHALL – The Lyon County Board has stepped back from a declaration that the county would withdraw from the Plum Creek regional library system this year. At their regular meeting Tuesday, county commissioners said they wanted to try going through a negotiation process instead of leaving the Plum Creek system.

“I want to see negotiations go forward,” said Commissioner Charlie Sanow, the county board’s representative on the Marshall-Lyon County Library Board and the Plum Creek board of directors. He said any solutions that might come out of those negotiations would still need to be approved by the Plum Creek board, but county commissioners agreed it was worth a try.

Back in December, both the county board and the Marshall-Lyon County Library Board had voted to declare their intent to withdraw from the Plum Creek system effective July 1. For several months, MLCL and Plum Creek have been locked in a stalemate over issues including sharing policies for new library materials. MLCL board members say the conflict boils down to a question of how much freedom Plum Creek member libraries have to set their own policies.

At the same time, questions had been raised as to whether state law would allow Lyon County to withdraw support from a regional library system.

On Tuesday, Sanow said MLCL members have been talking about trying to reach a compromise with Plum Creek, or going through mediation to reach one. He said MLCL board members will be meeting with the Minnesota state librarian in Rosemount on April 14-15 to possibly negotiate a solution.

If the state librarian doesn't help MLCL reach a compromise with Plum Creek, Sanow said he'd still like to see some form of negotiations go forward.

"I basically agree with what Charlie's saying," said Commissioner Mark Goodenow. The decision to negotiate, he said, was "based on a long-term view of where we want (the library) to be." In leaving Plum Creek, there was a risk that MLCL would lose some resources or services.

MLCL Board Chairman Will Thomas said the board hoped to reach a solution that will work for both the Plum Creek partnership and local library patrons.

"Our goal here is what it always has been – to provide the best possible library service to the people of Marshall and the people of Lyon County," Thomas said.

Mark Ranum, the Plum Creek library system director, cautioned that any solutions would need to be approved by the Plum Creek governing board and member libraries. However, he said he was "happy to reaffirm" that Plum Creek was willing to negotiate with MLCL.

In the end, county board members voted to rescind their earlier declaration of intent to withdraw from Plum Creek and move forward with some form of negotiations.

In other business, commissioners voted to hire Mark Volz as the county Geographic Information Systems (GIS) coordinator, at an annual salary of \$55,827. Lyon County Human Resources Director Carolyn McDonald said

six candidates were interviewed for the position. Since January, Volz has served as a temporary replacement for former GIS Coordinator Brad Digre.

Before approving Volz for the GIS coordinator position, commissioners also discussed future needs for the county GIS department. The department provides services like mapping for Lac Qui Parle and Pipestone counties as well as Lyon County and without a full staff, it was becoming difficult to fulfill those agreements, commissioners said. In the future, they said, the county may consider filling a second GIS position and supporting the expansion of the county GIS to a more regionalized service.

Commissioners also approved the purchase of a new track loader for use at the Lyon County landfill. Lyon County Environmental Administrator Paul Henriksen recommended the county trade in a 2009 Caterpillar track loader and purchase a new one, for a total cost to the landfill of about \$249,000. Commissioners approved the trade-in and purchase.



Water Conservation Services, Inc.

TONY SCHRANTZ
ph: 612-600-8716 fx: 651-639-2574
tony.schranzt@gmail.com
www.waterleaklocator.com

September 9, 2019

**WATERMAIN LEAK
SURVEY REPORT 2019**

City of Foley
Mark Pappenfus
Public Works Director
321 4th Ave. N.
Foley, MN 56329

Hi Mark,

WCS performed a water leak survey for the City of Foley on August 23-26th, 2019. We listened to all the hydrants on the map to determine noise levels, and we have found no suspected leak areas at this time. If you have any questions about the survey, please let me know.

Thank you for your business.

Sincerely,

Tony Schrantz
Water Conservation Services, Inc.



Water Conservation Services, Inc.

Office: 6251 West Shadow Lake Drive • Lino Lakes, MN 55014
Michelle Schrantz, Office Mgr. 612-481-6070 e: mschranzt99@gmail.com
fx: 651.639.2574 www.watermainleaklocator.com

TO: FOLEY CITY COUNCIL
FROM: SARAH BRUNN, CITY ADMINISTRATOR
SUBJECT: 10-01-19 COUNCIL MEETING
DATE: SEPTEMBER 27, 2019

Consent Agenda

We have received a resignation from the library board in the consent agenda. Typically, we advertise for these positions prior to filling them. If the council would like to wait a couple months, we could achieve that with the regular annual appointments advertisements we do in December. Keep in mind, the council has discretion on the selection and process.

A part-time police officer eligibility list is in your packet. Interviews were conducted today. Staff is also requesting approval of the top candidate at this time. This hiring is subject to passing a background and psych.

Angie Milo, School Resource Officer, has submitted her resignation as she is accepting another position. Personnel will have an update on recommendations on how to proceed at the council meeting. We also need to work with the school on this hiring process as they contribute 50% towards the cost of the officer.

Approval of the final Safe Routes to School plan is on the consent agenda. It will also be presented to the school board at their November meeting. A big item of focus for the City are the infrastructure improvements listed on page 21 that we should be incorporating into our future plans. Some of the items are already planned, i.e. Highway 23 improvements, and others will be considered in the future. Adopting this plan will also assist us in future grant opportunities.

Public Hearing – Hanes Conditional Use Permit & Site Plan Approval

Dan & Tracy Hanes are requesting a site plan approval for construction of a shed and also a conditional use permit for open air display and sale of finished products. At the time of this memo I have received one comment which is included in your packet. The conditions of approval are included in your packet items and within the resolution approving the conditional use.

Blow Molded Specialties – Site Plan Approval

A site plan is being recommended for approval with the conditions indicated in your packet. Staff is also requesting the council approve a declaration of restriction as it is required as part of the building code.

Foley American Legion – Discussion on veteran's memorial

The legion requested to be added to the agenda to discuss a possible location for a veteran's memorial. A map is in your packet with a location that was discussed a number of years ago. The council can discuss this item further at the meeting.

Discussion on 160 3rd Avenue W – Consider zoning amendment for daycare operation

I have received a couple requests regarding the old financial consultants building located on the edge of the industrial park. The building has been empty and vacant for many years and the additional green space is somewhat limited due to a wetland which cuts through it. The property is currently zoned I-2 which is not appropriate for a daycare. However, the property could have the potential to be re-zoned B-2 and a daycare operation could be considered as a conditional use. I've asked the interested party to discuss this option with the council to see if that is something to be considered. No official application has been submitted but staff does recognize that the property has been vacant for quite some time and there is a need in our community for additional daycare options. A map of the location is in your packet.

Update/Discussion on downtown art project

The economic development committee has been working on an application to apply for a downtown art grant. They are looking to do a mural on the Dombrowski building next to the Foley Locker. The chamber has committed some funds to the project but I've asked the group to come forward to the council if they will be requesting any funding from the city in the future. They have approached the city about fixing the retaining wall in front of the building and having a structural engineer look at it. Staff has indicated concerns with getting involved with fixing private property and requested they discuss it with the owner.

Wastewater Project Update

The council is being presented with an RFP- Qualifications-Based. This proposal was developed by staff and reviewed by our attorney. Staff requests council approval to proceed with this process for design services on the wastewater project. This process should keep us eligible for grant funds from the federal EDA if the option becomes available to us.

Update on unlicensed rental property

We did have one owner apply for and start the rental licensing process. The other owner has officially evicted their renter (court proceedings were held earlier this week). Staff considers both parties moving towards final resolution with the ordinance.

Public Works Equipment Purchases

Public works will be requesting to purchase a couple items during their department report. Information is included in the packet.

Foley Library

I have provided the council with a listing of the current and prior library board members. The council has discretion on how to proceed and staff will be looking for direction at the meeting.

I have included a few items in your packet that were provided to me by Great River Regional Library (GRRL) system. If you have questions on these items the GRRL staff can answer those during our 6:30pm meeting.

Leak Detection

A letter is in your packet with results from the leak testing that was done on the hydrants.

Upcoming Reminders:

- **October 2nd** – Walk to School Day! We will be needing council volunteers this morning!
 - Gerard and Jeff have already offered to help with the walking school bus leaving from the fire hall.
 - I am in need of 2 volunteers to work handing out treat bags at the GA Church from approximately 7:30-8:00am. Please let me know if you can make it!
- **October 14th** – Columbus Day – City Offices Closed – 1st day of City Hall carpet installation.
- **October 15th** – City Hall office will be closed for carpet installation. Library will remain open.
- **October 15th** – Touch Tables for Seniors – Foley Area CARE luncheon fundraiser – 12pm-1pm @ 1st Presbyterian Church. I always sponsor a city table and encourage all councilmembers to attend. Learn about the CARE program and enjoy lunch. There will be a request for donation afterwards. The City does donate to the CARE program as part of their annual budget. If you have not already let me know if you can attend, please do so ASAP!
- **October 15th** – Planning Commission Meeting (if needed) – This meeting was moved due to the Columbus Day Holiday! Meeting time is 6:30pm.