

City of Baudette
Work Session Agenda
Thursday, March 31, 2022 8:00 a.m. **Council Chambers**

- I. Call to Order
- II. Pledge of Allegiance
- III. Public Forum/Recognition of Visitors
 - a. Ryan Zemek
- IV. Staff Reports
 - 1. Finance
 - a. HRA Loan Payment—Deferment Request
 - b. Feasibility Study—Old Nursing Home
 - 2. Library
 - 3. Zoning
 - a. Billboard on 72
 - b. Sign Ordinance
 - 4. Liquor
 - 5. Parks/Cemetery
 - a. Cemetery Rules—Tree Planting
 - b. Main Street Flower Boxes
 - 6. Streets/Building/Utilities
 - a. Electric Rates
 - b. Accept Grant from Petro fund
 - 7. Personnel
 - 8. Fire
 - 9. Airport
- V. NEW BUSINESS
 - 1. Electric Car Charging Station
- VI. OLD BUSINESS
 - 1. Tourism—MN Revenue
 - 2. Fair Funding Request
- VII. NOTICES AND COMMUNICATIONS
- VIII. COUNCIL REPORTS
- IX. Adjourn

HOUSING & REDEVELOPMENT AUTHORITY
OF BAUDETTE, MINNESOTA
WESTWOOD and Maple Gate Apartments
P.O. BOX 638
BAUDETTE, MINNESOTA 56623
218-634-2422
baudettehra@mncable.net
website: baudettehousing.com

Dear City of Baudette,

On behalf of the Baudette Housing and Redevelopment Authority, I would like to formally request a one-year deferred payment arrangement on our loan associated with Maple Gate Apartments. Maple Gate has a very tight budget and with increasing maintenance, utility and repair costs, another loan payment would be impossible to stay positive with the bank. Maple Gate has consistently remained full at or near capacity throughout 2021. Rent rates were increased to match market rates this year, however even with these changes, Maple Gate continues to struggle financially. The twice a year property tax payment depletes any surplus. Multiple cost saving efforts will continue throughout the year and we will continue to strive to make Maple Gate financially stable to the best of our ability.

Respectfully Submitted On Behalf of the HRA,

Kristi Hasbargen
Executive Director

Tina Rennemo

From: Condon, Terry (DOT) <terry.condon@state.mn.us>
Sent: Tuesday, March 22, 2022 9:47 AM
To: Tina Rennemo
Cc: Johnson, Thomas D (DOT); Pawlenty, Gregory (DOT)
Subject: RE: Billboard
Attachments: Baudette Billboard on TH 72.pdf

Tina,

Thank you very much for bringing the over-looked billboard to MnDOT's attention. Attached is documentation covering the billboard in-question, adjacent to Trunk Highway (T.H.) 72, in the City of Baudette.

The existing billboard may legally stay in-place and be placed into the MN Department of Transportation's Outdoor Advertising Permit Reporting and Tracking system if the following are met:

- 1.) Since the existing billboard is within 500' of a local City Park, the City of Baudette must first pass a resolution allowing it to legally remain in-place (State Statute 173.08 Subd. 2 . Advertising devices prohibited. (1) – attached).
- 2.) The City of Baudette may then submit an application for an Advertising Device to MnDOT (with the approved/signed City resolution). It is located here: <http://www.dot.state.mn.us/roadsides/billboards/>

If you have any further questions, always feel free to reply, or give me a call.

Sincerely,

Terry L. Condon | Roadway Regulations Supervisor
MnDOT District 2 | 3920 Highway 2 West | Bemidji, MN | 56601
ph: 218.755.6578 | c: 218.766.1182 | f: 218.755.6512
E-mail: terry.condon@state.mn.us



From: Johnson, Thomas D (DOT) <thomas.d.johnson@state.mn.us>
Sent: Monday, March 21, 2022 6:02 AM
To: Condon, Terry (DOT) <terry.condon@state.mn.us>
Subject: FW: Billboard

Sincerely,

CITY OF BAUDETTE		
MAIN STREET PLANTERS (9 LARGE & 2 SMALL)		
ESTIMATED OPTIONS BY PIEPER'S GARDEN CENTER FOR FLOWERS (to be planted by others)		
As I didn't have a chance to measure for completely accurate quantities, this est. is for your work session ... ESTIMATES ARE PER EACH BED & I estimated at what I felt would be the high end of flowers needed. THE VARIOUS OPTIONS WILL SHOW YOU HOW PRICES CAN FLUCUATE BASED ON THE TYPES OF FLOWERS REQUESTED.		
NOTE: A FLAT IS 8 - 6 PACKS OF ALL THE SAME KIND OF FLOWER		
LARGE BEDS		
OPTION #1 - MARIGOLD BED		
JANIE MIX BORDER	4 - 6 PACKS	
YELLOW & ORANGE INCA MARIGOLDS (BACK & CENTER)	1 FLAT	
TALL ACCENTS(YELLOW CANNA OR SPIKES)	3	\$60.00
OPTION #2 - MULTI COLOR GERANIUMS, ZINNIAS, DIANTHUS & MARIGOLDS		
YELLOW INCA MARIGOLDS	1 FLAT	
MULTI COLORED GERANIUMS	8	
DIANTHUS OR DUSTY MILLER FILLERS	2 - 6 PACKS	
SPIKE ACCENTS	2	\$90.00
OPTION #3 - RED & WHITE GERANIUM BEDS		
RED GERANIUMS	20	
WHITE GERANIUMS	10	
FILLERS: DUSTY MILLER, BLUE PICOTEE PETUNIAS, SALVIA	1 FLAT	
SPIKES	2	\$198.00
TWO SMALL BEDS		
OPTION #1 - MARIGOLD BED		
JANIE MIX BORDER	3 - 6 PACKS	
YELLOW & ORANGE INCA MARIGOLDS (CENTER AREA)	2 - 6 PACKS	
TALL ACCENTS(YELLOW CANNA OR SPIKES)	1	\$33.00
OPTION #2 - MULTI COLOR GERANIUMS, ZINNIAS, DIANTHUS & MARIGOLDS		
YELLOW INCA MARIGOLDS	2 - 6 PKS	
MULTI COLORED GERANIUMS	2	
DIANTHUS OR DUSTY MILLER FILLERS	0	
SPIKE ACCENTS	1	\$28.00
OPTION #3 - RED & WHITE GERANIUM BEDS		
RED GERANIUMS	3	
WHITE GERANIUMS	2	
FILLERS: DUSTY MILLER, BLUE PICOTEE PETUNIAS, SALVIA	0	
SPIKES	1	\$33.00
SUBMITTED BY: VERNA PIEPER FOR CITY OF BAUDETTE WORK SESSION PLANNING		



Option 1

* Marigold bed

Option 2



Multi Color Bed

Option 3



Red & White Geranium bed

March 24, 2022

City of Baudette
Attn: Mayor Rick Rone
PO Box 548
Baudette MN 56623

RE: Former Power Plant—Leak #20556

Dear Mayor Rone:

Information recently submitted by your consultant has enabled Petrofund staff to complete the review of your application for reimbursement received February 5, 2021. Reimbursement of \$19,878.67 has been approved for payment.

Please note that you have three options available to you:

- ▶ **You may appeal the reimbursement determination. If you choose this option, you must file a written notice setting forth the specific basis for the appeal by May 23, 2022** (pursuant to Minn. Stat. §115C.12, subd. 1, which provides that the appeal must be made within 60 days of the date of this letter). Any additional information that clarifies or documents the specific basis for your appeal should also be included in your letter. If that information does not lead to a revised staff reimbursement determination, your application will be reviewed by the Petrofund Board at the **July 13, 2022**, Board meeting. The meeting will be held at the Department of Commerce, 85 Seventh Place East, St. Paul, MN. Signs posted at the Department will direct you to the meeting room. If you are unable to attend the meeting in person, you may participate by phone.
- ▶ **You may advise us in writing that you do not intend to appeal the amount approved for reimbursement.** In this case, your reimbursement will be issued approximately four to six weeks after we have received your written notice.
- ▶ **You may take no action.** If you choose this option, your reimbursement will be issued in approximately three months.

Your reimbursement request has been reduced as follows:

1. **The costs for groundwater sampling (permanent monitoring well) that exceed the maximum cost (by \$912.00).** You have requested reimbursement for groundwater sampling (permanent monitoring well) costs totaling \$2,880.00 for three rounds of sampling of four monitoring wells. Minn. Rule 2890.1300, subp. 5 (E) provides that the maximum cost for groundwater sampling (permanent monitoring well) is \$164.00 per well per sampling event. In this case, the maximum cost for this task is \$1,968.00. Accordingly, the additional costs have not been approved for reimbursement.
2. **The costs for nonspecific administration that exceed the maximum cost (by \$277.75).** You have requested reimbursement for nonspecific administration costs totaling \$543.75 (including the \$218.75 requested in your previous application) for the Limited Site Investigation step of work. Minn. Rule 2890.1300, subp. 2 (G) provides that nonspecific administration has a maximum cost of \$266.00 per step of services. Accordingly, the additional costs have not been approved for reimbursement.

If you have any questions, please contact me at 651-539-1512 or 800-638-0418 (outside the Twin Cities), or via e-mail at katherine.roelke@state.mn.us. The Petrofund fax number is 651-539-0103.

Sincerely,

Katherine Roelke

Katherine Roelke
Petrofund Analyst

Copy: Ted Hubbes, Braun Intertec Corporation

March 24, 2022

City of Baudette
Attn: Mayor Rick Rone
PO Box 548
Baudette MN 56623

Re: Petrofund Reimbursement of Interest Costs
Former Power Plant—Leak #20556

Dear Mayor Rone:

The Petrofund Program is required to review initial applications for reimbursement within 60 days of receipt and supplemental applications for reimbursement within 120 days of receipt. When the Petrofund is unable to meet these timelines, applicants are eligible to receive reimbursement of up to 180 days of interest costs charged by a financial institution that were incurred during the time period between when a complete application was received and when a reimbursement determination was made by the Petrofund staff.

In this case, your application received on February 5, 2021 was considered complete on December 21, 2021 and Petrofund staff made its reimbursement determination on March 24, 2022. As a result, if you incurred interest costs charged by a financial institution between these last two dates, you are eligible for reimbursement of up to 94 days of those costs at a rate of up to 5.25% for costs incurred as determined by statute (Minn. Stat. §115C.09, subd. 1).

To receive reimbursement for these interest costs, the following documentation must be submitted for review by Petrofund staff:

1. a completed Petrofund *Supplemental Application for Reimbursement* form;
2. a copy of the signed and executed credit or loan document from a financial institution; and
3. a description of the credit or loan amount being requested for reimbursement that includes the following information:
 - a. the principal amount;
 - b. the interest rate charged by the financial institution;
 - c. the time period interest costs were incurred;
 - d. the total number of days interest was incurred; and
 - e. the total interest costs being requested for reimbursement.

City of Baudette
May 20, 2021
Page Two

If you have any questions, please contact me at 651-539-1512 or 800-638-0418 (outside the Twin Cities), or via e-mail at katherine.roelke@state.mn.us.

Sincerely,

Katherine Roelke

Katherine Roelke
Petrofund Analyst

Copy: Ted Hubbes, Braun Intertec Corporation