

# FAIRMONT CITY COUNCIL AGENDA

## 1. CALL TO ORDER -

- Regular meeting of the Fairmont City Council held on

**MONDAY, OCTOBER 12, 2015**

at **5:30 p.m.** in the City Hall Council Chambers

## 2. ROLL CALL -

Mayor Quiring  
Councilors: Anderson  
Askeland  
Clerc  
Peters  
Zarling

## 3. DETERMINATION OF QUORUM -

## 4. PLEDGE OF ALLEGIANCE

## 5. READINGS OF MINUTES -

- 5.1 Minutes of Regular Meeting, September 28, 2015 **(01-02)**

## 6. OPEN DISCUSSION -

- 6.1 Open Discussion **(03)**

## 7. RECOGNITIONS/PRESENTATIONS -

- 7.1 Presentation by Tim Penny, President /CEO of Southern Minnesota Initiative Foundation **(04)**

- 7.2 Presentation by Marty Siefert, Coalition of Greater Minnesota Cities **(05)**

- 8. **SCHEDULED HEARINGS –**
- 9. **ADMINISTRATIVE APPEALS -**
- 10. **FINANCIAL REPORTS –**
- 11. **REPORTS OF BOARDS, COMMITTEES, AND DEPARTMENT HEADS –**
- 12. **LICENSES AND PERMITS –**
  - 12.1 Fairmont Glows Parade Permit (06)
    - 12.1a Application (07)
- 13. **OLD BUSINESS –**
- 14. **NEW BUSINESS –**
  - 14.1 Fairmont Police – Toward Zero Death Grant Agreement (08)
    - 14.1a Resolution 2015-30 (09)
  - 14.2 2015 Assessment Deferrals (10)
    - 14.2a Applications and Agreements for Special Assessment Deferrals (11-22)
    - 14.2b Resolution 2015-31 (23-24)
  - 14.3 Playground grant application (25)
    - 14.3a Grant application, playground layout and pricing (26-28)
- 15. **REGULAR AND LIQUOR DISPENSARY BILLS –**
- 16. **STATUS REPORTS/ORAL**
- 17. **ADJOURNMENT –**
- ADDITIONAL ATTACHMENTS –**

The minutes of the Fairmont City Council meeting held on Monday, September 28, 2015 at the City Hall Council Chambers.

Mayor Randy Quring called the meeting to order at 5:30 p.m. Council Members Terry Anderson, Chad Askeland, Wes Clerc and Jim Zarling were present. Also in attendance: City Administrator Mike Humpal, Public Works Director/City Engineer Troy Nemmers, City Attorney Elizabeth W. Bloomquist, Finance Director Paul Hoye and City Clerk Patricia Monsen. Council Member Bruce Peters was absent.

It was moved by Council Member Clerc, seconded by Council Member Askeland and carried to approve the minutes of the regular City Council meeting of September 14, 2015.

During open discussion, Humpal introduced Minnesota State University graduate students Gabriel Appiah and Geoff Solomonson. They along with Melissa Sonnek will be working with the City to do a housing strategy plan for the City as part of their studio project for their master's degree.

Mayor Quring read a proclamation proclaiming October, 2015 as General Aviation Appreciation Month in the City of Fairmont. Lee Steinkamp, Airport Manager, spoke about the Fairmont Airport.

Mayor Quring opened the public hearing on the proposed assessments from the 2015 Improvement Program. Nemmers explained the projects. Objection letters from the owners of 915 East Third Street and 704 East Third Street were received by the City Clerk. There was no other public input. Council Member Clerc made a motion to close the public hearing. Council Member Anderson seconded the motion and the motion passed. Council Member Clerc made a motion to adjust the assessed footage for 915 East Third Street from 66 feet to 32 feet. Council Member Anderson seconded the motion and the motion passed. Council Member Zarling made a motion to approve **Resolution 2015-26**, with the amended assessment on 915 East Third Street. Council Member Askeland seconded the motion. On roll call: Council Members Anderson, Askeland, Clerc and Zarling all voted aye. No one voted nay. Mayor Quring declared said motion passed.

Mayor Quring opened the public hearing on a rezoning request by Joe Haefner of Bolton & Menk on behalf of Bradford Development, LLC to rezone split zoning in Lot 1, Block 1 of Willowbrook Addition from R-1 Single family residential and A Agriculture-transition to R-3 Multiple-family residential district. Roger Ayers of 1310 Camelot Court and Roger Swanson of 1313 Camelot Court addressed the Council with concerns about water runoff and lighting. Scott Cole of Bradford Development addressed the concerns of Mr. Ayers and Mr. Swanson. Council Member Zarling made a motion to close the public hearing. Council Member Clerc seconded the motion and the motion passed. Council Member Zarling made a motion to approve **Ordinance 2015-10**. Council Member Askeland seconded the motion. On roll call: Council Members Zarling, Anderson, Askeland and Clerc all voted aye. No one voted nay. Mayor Quring declared said motion passed.

Humpal introduced the 2016 proposed budget and tax levy. Hoye presented the proposed budget and tax levy. After much discussion, Council Member Zarling made a motion to adopt **Resolution 2015-28**, adopting the proposed tax levy for 2016. Council Member Askeland seconded the motion. On roll call: Council Members Clerc, Zarling, Anderson and Askeland all

voted aye. No one voted nay. Mayor Quiring declared said motion passed. Council Member Clerc made a motion to adopt **Resolution 2015-29**, adopting the proposed budget for 2016. Council Member Zarling seconded the motion. On roll call: Council Members Zarling, Anderson, Askeland and Clerc all voted aye. No one voted nay. Mayor Quiring declared said motion passed.

Council Member Clerc made a motion to approve a parade permit for the homecoming parade on October 2, 2015. Council Member Askeland seconded the motion and the motion passed.

Council Member Anderson made a motion to approve the preliminary and final plat of Willowbrook Addition. Council Member Zarling seconded the motion and the motion passed.

Council Member Zarling made a motion to approve the Conditional Use Permit for a 27-unit cooperative housing project at 1335 Adams Avenue for Bradford Development, LLC (Willowbrook). Council Member Askeland seconded the motion and the motion passed.

Council Member Zarling made a motion to approve the County classification of tax forfeited properties as non-conservation lands. Council Member Clerc seconded the motion and the motion passed.

Council Member Anderson made a motion to approve the payment of the September, 2015 bills in the amount of \$778,277.36. Council Member Clerc seconded the motion and the motion carried.

A motion was made by Council Member Clerc, seconded by Council Member Askeland and carried to adjourn the meeting at 7:30 p.m.

ATTEST:


\_\_\_\_\_  
Randy J. Quiring  
Mayor

\_\_\_\_\_  
Patricia J. Monsen, City Clerk

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 6.1**

**MEETING DATE:** October 12, 2015

**SUBJECT:** Open Discussion

**REVIEWED BY:** Mike Humpal, CEcD, City Administrator 

**SUBJECT INITIATION BY:**

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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**SUBJECT BACKGROUND:**

**INTRODUCED BY:** Mayor Randy Quiring

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** Prior to regular business, is there any open discussion?

**MOTION:** None

**VOTE REQUIRED:**

**ATTACHMENTS:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_


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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 7.1**

**MEETING DATE:** October 12, 2015

**SUBJECT:** Presentation by Tim Penny, President/CEO of Southern Minnesota Initiative Foundation

**REVIEWED BY:** Mike Humpal, CEcD, City Administrator 

**SUBJECT INITIATION BY:** Mike Humpal, CEcD, City Administrator

<input checked="" type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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**SUBJECT BACKGROUND:** Mike Humpal, CEcD, City Administrator

**INTRODUCED BY:** Mike Humpal, CEcD, City Administrator

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** Tim Penny, President/CEO of Southern Minnesota Initiative Foundation will give a presentation on SMIF’s activities and to request financial support for 2016. The City has provided \$2,500 each year for at least the past eleven years.

**MOTION:** None

**VOTE REQUIRED:** None

**ATTACHMENTS:**

- 1.
- 2.
- 3.


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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 7.2**

**MEETING DATE:** October 12, 2015

**SUBJECT:** Presentation by Marty Siefert, Coalition of Greater Minnesota Cities

**REVIEWED BY:** Mike Humpal, CEcD, City Administrator 

**SUBJECT INITIATION BY:** Mike Humpal, CEcD, City Administrator

<input checked="" type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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**SUBJECT BACKGROUND:** Mike Humpal, CEcD, City Administrator

**INTRODUCED BY:** Mike Humpal, CEcD, City Administrator

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** Marty Siefert of the Coalition of Greater Minnesota Cities will give an update on the Coalition’s activities.

**MOTION:** None

**VOTE REQUIRED:** None

**ATTACHMENTS:**

- 1.
- 2.
- 3.


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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 12.1**

**MEETING DATE:** October 12, 2015

**SUBJECT:** Fairmont Glows Parade Permit

**REVIEWED BY:** Mike Humpal, CEcD, City Administrator 

**SUBJECT INITIATION BY:**

<input checked="" type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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**SUBJECT BACKGROUND:** Mike Humpal, CEcD, City Administrator

**INTRODUCED BY:** Mike Humpal, CEcD, City Administrator

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** The Fairmont Glows Committee is applying for a parade permit for November 20, 2015. The parade will begin at Ward Park at 6:00 p.m. and end at Lincoln Park. The Committee is also requesting that Albion Avenue from Webster Street to Woodland Avenue and Tilden from Park Street to Albion Avenue be blocked off, due to traffic and safety concerns for parade participants.

**MOTION:** To approve the Fairmont Glows' application for a parade permit for the Glows' parade on November 20, 2015 beginning at 6:00 p.m.

**VOTE REQUIRED:** Simple majority

**ATTACHMENTS:**

1. Application
- 2.

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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_



**CITY OF FAIRMONT**  
**MISCELLANEOUS LICENSE & PERMIT APPLICATION**

Applicant's Name Fairmont Glows Parade

Applicant's Address P.O. Box 826  
Fairmont, MN 56031

Applicant's Telephone 507-235-5547

Applicant's Signature 

Date of application September 29, 2015

Type of application: (Include dates, time, location, requests from City, etc.)

Type of Application: **PARADE PERMIT**

Date: November 20, 2015 Time: 6:00 p.m.

Location: Parade route is the same as in past years. Lineup will take place at Ward Park at 5:15 p.m. The parade will proceed north on Downtown Plaza to North North Avenue ending at Lincoln Park. Request that beginning at 4:30 p.m., block off Albion Avenue from Webster Street to Woodland Avenue and Tilden from Park to Albion for safety issues.

Fee (if applicable) \$15.00 

*CITY USE ONLY*


Application approved by \_\_\_\_\_ Date \_\_\_\_\_

Instructions/Comments \_\_\_\_\_

Application Distribution: City \_\_\_\_\_ Applicant \_\_\_\_\_ Police \_\_\_\_\_ Other \_\_\_\_\_

MEETING DATE: October 12, 2015

SUBJECT: Fairmont Police – Toward Zero Death Grant Agreement

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Greg Brolsma, Chief of Police

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Chief Brolsma is requesting authorization to enter into a grant agreement with MN DPS for traffic safety “Toward Zero Deaths” projects from October 1, 2015 through September 20, 2016. This grant will focus on many of the same traffic safety issues as in the past, and expand efforts on distracted driving issues.

MOTION: Simple majority – roll call

VOTE REQUIRED:

ATTACHMENTS:

1. Resolution 2015-30
2. \_\_\_\_\_
3. \_\_\_\_\_

\*\*\*\*\*  
 Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

8.

RESOLUTION 2015-30

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

STATE OF MINNESOTA )  
 ) SS:  
COUNTY OF MARTIN )

WHEREAS, the Fairmont Police Department is charged with enforcing the traffic laws of the State of Minnesota and keeping Fairmont residents safe on roads and city streets, and;

WHEREAS, enforcement of traffic laws is a major component in changing driver behavior and reducing unsafe driving practices, and;

WHEREAS, the State of Minnesota Department of Public Safety, Office of Traffic Safety, supports agencies in Minnesota on the "Toward Zero Death" campaign, utilizing the 4E components of Engineering, Education, EMS and Enforcement by offering supportive grants to increase those efforts.

NOW THEREFORE, BE IT RESOLVED that the Fairmont Police Department enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety enforcement projects during the time period of October 1, 2015 through September 30, 2016.

The Fairmont Police Department is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Fairmont Police Department and to be the fiscal agent and administer the grant.

Motion by:  
Seconded by:  
All in Favor:  
Opposed:  
Abstained:  
Absent:

PASSED, APPROVED AND ADOPTED this 12th day of October, 2015

\_\_\_\_\_   
Randy J. Quiring, Mayor

ATTEST:

\_\_\_\_\_   
Patricia J. Monsen, City Clerk

MEETING DATE: October 12, 2015

SUBJECT: 2015 Assessment Deferrals

REVIEWED BY: Mike Humpal, CEcD, City Administrator

SUBJECT INITIATION BY:

<input checked="" type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Three residents have applied for a deferral of their assessment on the 2015 street improvement abutting their property. A resolution approving the Applications and Agreements for the Special Assessment Deferrals must be adopted by the Council.

MOTION: To approve Resolution 2015-31, approving the Applications and Agreements for the Special Assessment Deferrals.

VOTE REQUIRED: Simple majority - roll call

ATTACHMENTS:

1. Applications and Agreements for Special Assessment Deferrals
2. Resolution 2015-31
3. \_\_\_\_\_

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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

City of Fairmont  
Application & Agreement for Special Assessment Deferral  
**Information on Applicant**

APPLICANT'S FULL LEGAL NAME John M. Poetter & Sylvia Poetter
APPLICANT'S MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP) 42324 110 <sup>th</sup> Street Blue Earth, MN 56013
APPLICANT'S PHONE NUMBER 507-526-3171 507-525-0206

**Information on Property**

STREET ADDRESS OF PROPERTY 415 E. 3 <sup>rd</sup> Street, Fairmont, MN 56031
LEGAL DESCRIPTION OF PROPERTY SEE ATTACHED LEGAL DESCRIPTION
PARCEL IDENTIFICATION NUMBER (PIN) 23.273.0190

**Deferral Information**

REASON FOR DEFERRAL:  <input type="checkbox"/> 65 years of age or older <input type="checkbox"/> Retired as a result of a permanent and total disability <input checked="" type="checkbox"/> Undeveloped Property	
PROJECT YEAR: 2015	ASSESSMENT NUMBER: 5715001-0-0043
AMOUNT OF PRINCIPAL TO BE DEFERRED: \$6,000.00	TERM: 15 years
INTEREST RATE: 4%	

## Deferral Information

Please initial each statement.

*[Handwritten initials]*

I certify that the information given herein is true and complete to the best of my knowledge. I certify that I own the real estate described above and the property is in homestead status. The special assessment described above causes a hardship for me to make payment; therefore I am seeking deferral on the assessment.

*[Handwritten initials]*

I hereby agree that if the deferral of this assessment is approved, it will be deferred with interest, compounded annually, until such time as it is deemed that I no longer qualify or the property loses eligibility. Under the City of Fairmont guidelines and Minnesota Statute Sections 429.061, sub. 2 and 435.193 to 435.195, the deferral is terminated and payable upon one of the following events:

- The death of the owner (if the surviving spouse is not eligible for the deferral)
- The sale, transfer or subdivision of any part of the property
- Loss of homestead status on the property
- The Council's determination that immediate or partial payment would not impose a hardship
- Improvement upon the land or platting of the property
- In no event will the assessment be deferred for longer than 30 years from the date of the adoption of the assessment by the City of Fairmont.

*[Handwritten signature: John M. Poetter POA]*  
John M. Poetter

*[Handwritten date: Sept 1 '15]*  
Date

*[Handwritten signature: Sylvia Poetter]*  
Sylvia Poetter

STATE OF MINNESOTA }  
COUNTY OF FARIBAULT } SS

*[Handwritten note: BY SYLVIA POETTER, P.O.A.]*

On this 1st day of Sept., 2015, personally appeared John M. Poetter and Sylvia Poetter, who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

*[Handwritten signature: Diane M. High]*  
Notary Signature



Drafted by:  
Elizabeth W. Bloomquist, City Attorney  
100 Downtown Plaza  
Fairmont, MN 56031

FOR OFFICE USE ONLY

DATE SUBMITTED TO COUNCIL FOR APPROVAL:  
ACTION TAKEN:  APPROVED  DENIED  
CONDITIONS FOR DEFERMENT/REASONS FOR DENIAL:

**Street Address of Property:** 415 E. 3<sup>rd</sup> Street, Fairmont, MN

**Parcel Identification Number (PIN):** 23.273.0190

**Legal Description**

East Half (E ½) of Lots Six and Seven (6 & 7), Block Eight (8), Extension to Young's Addition to the City of Fairmont, according to the map or plat thereof on file and of record in the office of the County Recorder in and for said County and State.

City of Fairmont  
Application & Agreement for Special Assessment Deferral  
Information on Applicant

APPLICANT'S FULL LEGAL NAME Shawn Lee Shoen
APPLICANT'S MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP) 711 E 3 <sup>rd</sup> Street Fairmont, MN 56031
APPLICANT'S PHONE NUMBER 507-230-1312

Information on Property

STREET ADDRESS OF PROPERTY 711 E 3 <sup>rd</sup> Street
LEGAL DESCRIPTION OF PROPERTY SEE ATTACHED LEGAL DESCRIPTION
PARCEL IDENTIFICATION NUMBER (PIN) 23.121.0150

Deferral Information

REASON FOR DEFERRAL: <input type="checkbox"/> 65 years of age or older <input checked="" type="checkbox"/> Retired as a result of a permanent and total disability <input type="checkbox"/> Undeveloped Property	
PROJECT YEAR: 2015	PROJECT: 3rd Street Reconstruction; Prairie Avenue to dead end
AMOUNT OF PRINCIPAL TO BE DEFERRED: \$4,320.00	ASSESSMENT NUMBER: 5715001-0-0008
INTEREST RATE: 4%	TERM: 15 years



## Deferral Information

Please initial each statement.

(S)

I certify that the information given herein is true and complete to the best of my knowledge. I certify that I own the real estate described above and the property is in homestead status. The special assessment described above causes a hardship for me to make payment; therefore I am seeking deferral on the assessment.

(S)

I hereby agree that if the deferral of this assessment is approved, it will be deferred with interest, compounded annually, until such time as it is deemed that I no longer qualify or the property loses eligibility. Under the City of Fairmont guidelines and Minnesota Statute Sections 429.061, sub. 2 and 435.193 to 435.195, the deferral is terminated and payable upon one of the following events:

- The death of the owner (if the surviving spouse is not eligible for the deferral)
- The sale, transfer or subdivision of any part of the property
- Loss of homestead status on the property
- The Council's determination that immediate or partial payment would not impose a hardship
- Improvement upon the land or platting of the property
- In no event will the assessment be deferred for longer than 30 years from the date of the adoption of the assessment by the City of Fairmont.

Shawn L. Shoen  
Shawn L. Shoen

09/09/2015  
Date

STATE OF MINNESOTA  
COUNTY OF Martin } SS

On this 9<sup>th</sup> day of September, 2015, personally appeared Shawn L. Shoen, who executed the foregoing instrument and acknowledged that he executed the same as his free act and deed.

Barbara A. Pannkuk  
Notary Signature



Drafted by:  
Elizabeth W. Bloomquist, City Attorney  
100 Downtown Plaza  
Fairmont, MN 56031

FOR OFFICE USE ONLY

DATE SUBMITTED TO COUNCIL FOR APPROVAL:

ACTION TAKEN:       APPROVED       DENIED

CONDITIONS FOR DEFERMENT/REASONS FOR DENIAL:

**City of Fairmont**  
Legal description for attached  
Application & Agreement for Special Assessment Deferral

**Parcel Number:** 23.121.0150

**Property Address:** 711 E 3<sup>rd</sup> Street

**Legal Description:**

Lot Nine (9), Block Two (2), Gilbert's Addition to the City of Fairmont, as per map or plat thereof on file and or record in the office of the Register of Deeds in and for said County and State.

City of Fairmont  
 Application & Agreement for Special Assessment Deferral  
 Information on Applicant

APPLICANT'S FULL LEGAL NAME <b>Ruth Ann Schauburger</b>
APPLICANT'S MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP) <b>111 Oxford Street Fairmont, MN 56031</b>
APPLICANT'S PHONE NUMBER <b>507-235-8736</b>

**Information on Property**

STREET ADDRESS OF PROPERTY <b>111 Oxford Street</b>
LEGAL DESCRIPTION OF PROPERTY <b>SEE ATTACHED LEGAL DESCRIPTION</b>
PARCEL IDENTIFICATION NUMBER (PIN) <b>23.199.0510</b>

**Deferral Information**

REASON FOR DEFERRAL:  <input checked="" type="checkbox"/> 65 years of age or older <input type="checkbox"/> Retired as a result of a permanent and total disability <input type="checkbox"/> Undeveloped Property	
PROJECT YEAR: <b>2015</b>  AMOUNT OF PRINCIPAL TO BE DEFERRED: <b>\$5,333.33</b>  INTEREST RATE: <b>4%</b>	PROJECT: <b>Victoria Street Reconstruction;          Albion Avenue to Park Street</b> ASSESSMENT NUMBER: <b>5715002-0-0001</b>  TERM: <b>15 years</b>

## Deferral Information

Please initial each statement.

*R. A. S.*

I certify that the information given herein is true and complete to the best of my knowledge. I certify that I own the real estate described above and the property is in homestead status. The special assessment described above causes a hardship for me to make payment; therefore I am seeking deferral on the assessment.

*R. A. S.*

I hereby agree that if the deferral of this assessment is approved, it will be deferred with interest, compounded annually, until such time as it is deemed that I no longer qualify or the property loses eligibility. Under the City of Fairmont guidelines and Minnesota Statute Sections 429.061, sub. 2 and 435.193 to 435.195, the deferral is terminated and payable upon one of the following events:

- The death of the owner (if the surviving spouse is not eligible for the deferral)
- The sale, transfer or subdivision of any part of the property
- Loss of homestead status on the property
- The Council's determination that immediate or partial payment would not impose a hardship
- Improvement upon the land or platting of the property
- In no event will the assessment be deferred for longer than 30 years from the date of the adoption of the assessment by the City of Fairmont.

*Ruth A. Schaubberger*  
Ruth A. Schaubberger

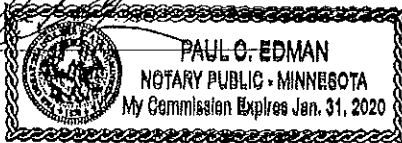
*9-24-15*

Date

STATE OF MINNESOTA  
COUNTY OF *Martin* } SS

On this *24th* day of *September*, 2015, personally appeared Ruth A. Schaubberger, who executed the foregoing instrument and acknowledged that she executed the same as her free act and deed.

Notary Signature



Drafted by:  
Elizabeth W. Bloomquist, City Attorney  
100 Downtown Plaza  
Fairmont, MN 56031

FOR OFFICE USE ONLY

DATE SUBMITTED TO COUNCIL FOR APPROVAL:

ACTION TAKEN:  APPROVED  DENIED

CONDITIONS FOR DEFERMENT/REASONS FOR DENIAL:

**City of Fairmont**  
Legal description for attached  
Application & Agreement for Special Assessment Deferral

**Parcel Number:** 23.199.0510

**Property Address:** 111 Oxford Street, Fairmont

**Legal Description:**

Lots Twenty-seven (27) and Twenty-eight (28) and the South Ten (10) Feet of Lot Twenty-six (26) of Block Five (5) of Ramsdale's Addition to the City of Fairmont, according to the recorded plat thereof on the file and of record in the Office of the Register of Deeds of Martin County, Minnesota.

City of Fairmont  
Application & Agreement for Special Assessment Deferral  
Information on Applicant

APPLICANT'S FULL LEGAL NAME Ruth Ann Schauberger
APPLICANT'S MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP) 111 Oxford Street Fairmont, MN 56031
APPLICANT'S PHONE NUMBER 507-235-8736

Information on Property

STREET ADDRESS OF PROPERTY 111 Oxford Street
LEGAL DESCRIPTION OF PROPERTY SEE ATTACHED LEGAL DESCRIPTION
PARCEL IDENTIFICATION NUMBER (PIN) 23.199.0510

Deferral Information

REASON FOR DEFERRAL: <input checked="" type="checkbox"/> 65 years of age or older <input type="checkbox"/> Retired as a result of a permanent and total disability <input type="checkbox"/> Undeveloped Property	
PROJECT YEAR: 2015	PROJECT: Oxford Street Reconstruction; Victoria Street to Willow Street
AMOUNT OF PRINCIPAL TO BE DEFERRED: \$3,200.00	ASSESSMENT NUMBER: 5715003-0-0003
INTEREST RATE: 4%	TERM: 15 years

# Deferral Information

Please initial each statement.

*R.A.S.*

I certify that the information given herein is true and complete to the best of my knowledge. I certify that I own the real estate described above and the property is in homestead status. The special assessment described above causes a hardship for me to make payment; therefore I am seeking deferral on the assessment.

*R.A.S.*

I hereby agree that if the deferral of this assessment is approved, it will be deferred with interest, compounded annually, until such time as it is deemed that I no longer qualify or the property loses eligibility. Under the City of Fairmont guidelines and Minnesota Statute Sections 429.061, sub. 2 and 435.193 to 435.195, the deferral is terminated and payable upon one of the following events:

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- In no event will the assessment be deferred for longer than 30 years from the date of the adoption of the assessment by the City of Fairmont.

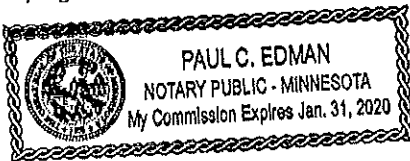
*Ruth A. Schaubberger*  
Ruth A. Schaubberger

*9-24-15*  
Date

STATE OF MINNESOTA  
COUNTY OF *Martin* } SS

On this *24th* day of *September*, 2015, personally appeared Ruth A. Schaubberger, who executed the foregoing instrument and acknowledged that she executed the same as her free act and deed.

*[Signature]*  
Notary Signature



Drafted by:  
Elizabeth W. Bloomquist, City Attorney  
100 Downtown Plaza  
Fairmont, MN 56031

FOR OFFICE USE ONLY

DATE SUBMITTED TO COUNCIL FOR APPROVAL:

ACTION TAKEN:  APPROVED  DENIED

CONDITIONS FOR DEFERMENT/REASONS FOR DENIAL:

**City of Fairmont**  
Legal description for attached  
Application & Agreement for Special Assessment Deferral

**Parcel Number:** 23.199.0510

**Property Address:** 111 Oxford Street, Fairmont

**Legal Description:**

Lots Twenty-seven (27) and Twenty-eight (28) and the South Ten (10) Feet of Lot Twenty-six (26) of Block Five (5) of Ramsdale's Addition to the City of Fairmont, according to the recorded plat thereof on the file and of record in the Office of the Register of Deeds of Martin County, Minnesota.



## RESOLUTION NO. 2015-31

STATE OF MINNESOTA  
COUNTY OF MARTIN  
CITY OF FAIRMONT



### RESOLUTION APPROVING THE APPLICATIONS & AGREEMENTS FOR SPECIAL ASSESSMENT DEFERRALS

**WHEREAS**, Applications and Agreements for Special Assessment Deferrals have been received by the following individuals for the properties listed below:

John & Sylvia Poetter

Property:	415 E. 3 <sup>rd</sup> Street	Parcel #:	23.273.0190
Special Assessment #:	5715001-0-0043	Amount:	\$6000.00
Street Improvement:	3rd Street Reconstruction;Prairie Avenue to dead end		

Shawn Shoen

Property:	711 E. 3 <sup>rd</sup> Street	Parcel #:	23.121.0150
Special Assessment #:	5715001-0-0008	Amount:	\$4320.00
Street Improvement:	3rd Street Reconstruction;Prairie Avenue to dead end		

Ruth Schauberger

Property:	111 Oxford Street	Parcel #:	23.199.0510
Special Assessment #:	5715002-0-0001	Amount:	\$5333.33
Street Improvement:	Victoria Street Reconstruction;Albion Avenue to Park Street		

Ruth Schauberger

Property:	111 Oxford Street	Parcel #:	23.199.0510
Special Assessment #:	5715003-0-0003	Amount:	\$3200.00
Street Improvement:	Oxford Street Reconstruction;Victoria Street to Willow Street		

**WHEREAS**, the property owners are requesting deferral of the assessment for the following reason:

John & Sylvia Poetter	Undeveloped Property
Shawn Shoen	Retired as a result of a permanent and total disability
Ruth Schauberger	65 years of age or older (Senior Citizen)

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRMONT, MINNESOTA,** that the Applications & Agreements for Special Assessment Deferrals for the owners and their property listed above is hereby approved.

Motion by:  
Seconded by:  
All in favor:  
Opposed:  
Abstained:  
Absent:

Adopted by the Council this 12<sup>th</sup> day of October, 2015.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk  
(SEAL)

MEETING DATE: October 12, 2015

SUBJECT: Playground grant application

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input checked="" type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Troy Nemmers, PE, Director of Public Works/City Engineer

INTRODUCED BY: Troy Nemmers, PE, Director of Public Works/City Engineer

COUNCIL LIAISON:

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** GameTime offers grants at the end of each year for playground purchases. A grant application must be completed to receive the grant funds. The grant fund amounts vary depending on the overall size of the playground structure. The sale of the parkland along Lake Park Boulevard generated approximately \$33,000. Staff is recommending this money should be reinvested in the parks. Utilizing this grant the City would be able to purchase about \$57,000 worth of playground equipment with the proceeds from the land sale. See attachments for the proposed playground and pricing. The 5-year Capital Improvement Plan identified both the Jeffrey Kot Soccer Complex and the Winnebago Avenue Sports Complex as future locations of larger play equipment. Staff is requesting approval to submit the grant application and if successful, to install this play equipment at the Soccer Complex.

**MOTION:** To authorize staff to submit a grant application for new playground equipment at Jeffrey Kot Soccer Complex.

**VOTE REQUIRED:** Majority

**ATTACHMENTS:**

1. Grant application, playground layout, and pricing
- 2.
- 3.

\*\*\*\*\*

Council Action: \_\_\_\_\_ Date: \_\_\_\_\_



Scan and email your application to [grant@gametime.com](mailto:grant@gametime.com) or fax your completed application to 423-648-5902.

### Instructions

Read carefully

Please complete the appropriate sections of the application form. Once completed, validate the information by means of the project administrator's signature. Immediately return the completed and signed application form to your GameTime representative.

### Project Info

List contact info and address of your project

**Project Name:** \_\_\_\_\_ **Type:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Contact Person:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

### Background

Please provide a description of your organization, its goals, and why it should be considered for a grant.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Site Info

List specific info about the area in which the play equipment will be located

**Number of players:** \_\_\_\_\_ **Age range:** \_\_\_\_\_ **Total play area size:** \_\_\_\_\_ **Is the site level?:** \_\_\_\_\_  
**Special site conditions:** (utilities, retaining walls, soil conditions, excessive slope, concrete slab, etc.) \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

### Budget Info

List your actual contribution to the play equipment purchase only.

**Dollar Amount you want GameTime to match:** \_\_\_\_\_

### Equipment Choices

Consult your GameTime catalog for complete product information and model numbers.

**Equipment Selection:**  
**2015 Catalog Model #:** \_\_\_\_\_

**Find a unit with these play events:** \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Rules & Limitations

Read carefully

#### Grant Rules and Limitations:

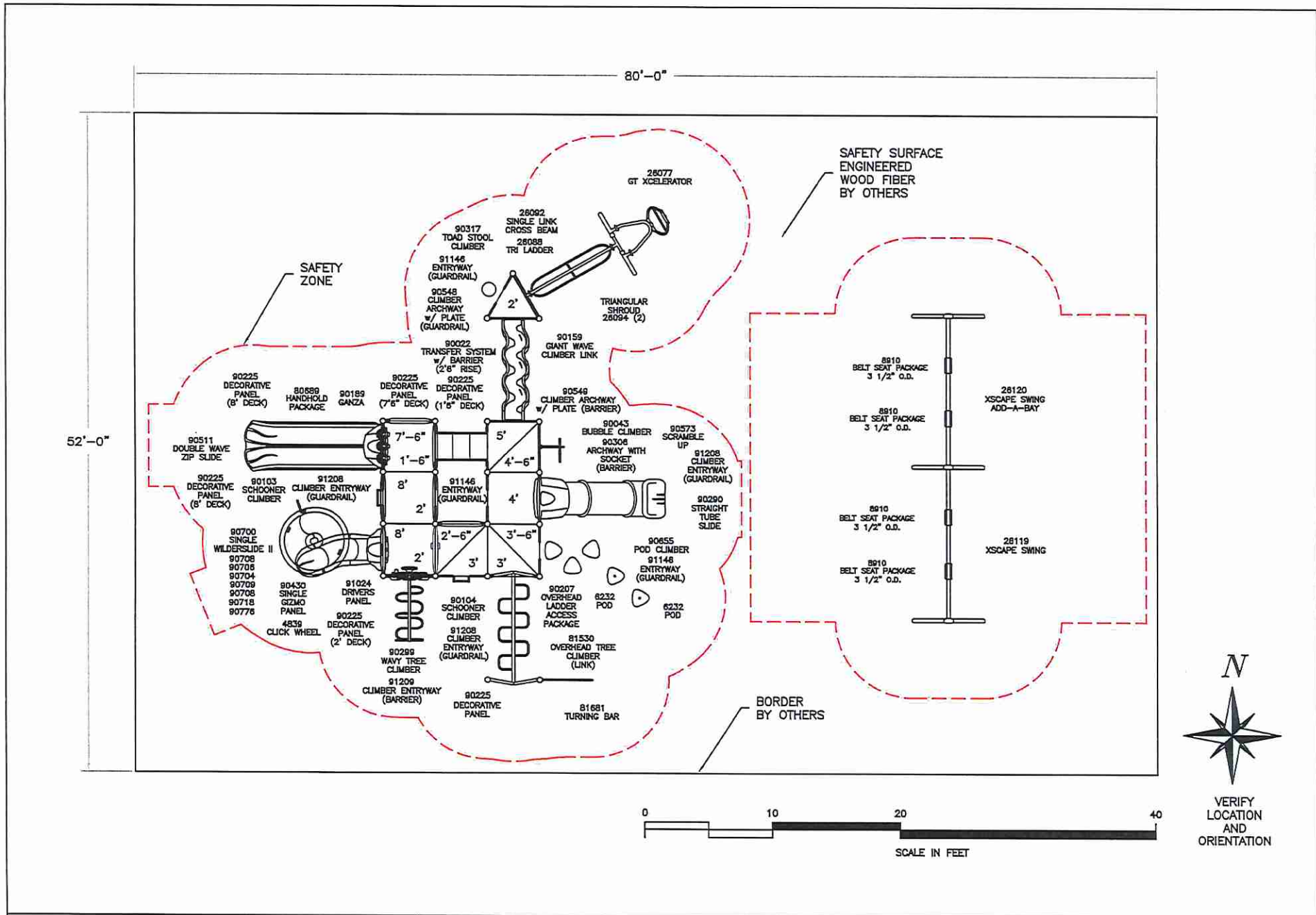
GameTime grants can only be applied to additional GameTime purchases and only in conjunction with the original purchase. GameTime standard policies and warranties as listed in the 2015 GameTime Playground Design Guide apply. Freight and applicable sales tax are extra and not included. To qualify for a 100% matching grant, list price of the qualifying playground system must exceed \$75,000 and payment in full must accompany your order. For play systems that require credit terms or for systems with a list price of less than \$75,000, GameTime playground grants are available with matching funds ranging between 50-80%. Matching funds are subject to rounding rules and may vary based on qualified purchase. No other offer, discount, or special programs can be used with this grant program. This special matching fund offer applies to PowerScape®, PrimeTime®, Xscape® and IONIX® systems only. All applications must be validated by the project administrator. GameTime reserves the right to decline any application for a GameTime grant. Orders accepted by GameTime must ship by December 31, 2015. This offer expires November 13, 2015.

### Authorization Signature

Project administrator's signature

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Name (please print):** \_\_\_\_\_ **Title:** \_\_\_\_\_

26.



THIS PRINT IS THE PROPERTY OF MINNESOTA WISCONSIN PLAYGROUND INC. AND IS NOT TO BE USED, COPIED OR REPRODUCED WITHOUT THEIR EXPRESSED WRITTEN PERMISSION.

Mfg. By:  
  
 Enriching Childhood Through Play.

Sold & Distributed By:  
  
 MINNESOTA WISCONSIN  
 PLAYGROUND

P.O. Box 27328, Golden Valley, MN 55427  
 763-546-7787 1-800-622-5425  
 Fax 763-546-5050  
 E-Mail info@mnwiplay.com

**City Park**  
**Fairmont, Minnesota**  
 SCALE: 1" = 10'-0" 9/25/15 D7677L

**Soccer Field Complex - Grant D7677L**

City of Fairmont  
Attn: Troy Nemmers  
411 E. Margaret Str  
Fairmont, MN 56031  
Phone: 507-238-3942 Ext. 2242  
Fax: 507-238-9469  
tnemmers@fairmont.org

Ship To Zip: 56301

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - PowerScape play unit.	\$49,978.00	\$49,978.00
1	RDU	GameTime - Four-unit swing package.	\$2,657.00	\$2,657.00
1	178749	GameTime - Owner's Kit	\$50.00	\$50.00
			SubTotal:	\$52,685.00
			Grant:	(\$22,212.42)
			Freight:	\$4,414.36
			<b>Total Amount:</b>	<b>\$34,886.94</b>

This quotation is subject to current Minnesota/Wisconsin Playground policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Minnesota/Wisconsin Playground.

Payment terms: payment in full, check submitted with order.

Freight charges: Prepaid & added

**Acceptance of quotation:**

Accepted By (printed): \_\_\_\_\_

P.O. No: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

Purchase Amount: **\$34,886.94**

