

# FAIRMONT CITY COUNCIL AGENDA

Monday, August 10, 2020, 5:30 p.m.

1. Roll Call / Determination of Quorum
2. Pledge of Allegiance
3. Approval of Agenda
4. Recognition / Presentations
  - 4.1 Coalition of Greater Minnesota Cities Presentation (00)
5. Public Discussion / Comment (00)
6. Consent Agenda (Items removed from consent will be placed at the end of the items under new business.)
  - A. Minutes
    - 6.A.1 Regular Meeting, July 27, 2020 (00-00)
  - B. Check Registers
  - C. Other
    - 6.C.1 Event Permit – Red Rock Center for Arts (00)
    - 6.C.2 “Back 9” Mini-Golf Project (00)
    - 6.C.3 Bowlmor Lanes, LLC On Sale Intoxicating Liquor License (00)
7. Public Hearings
8. Old Business

## **9. New Business**

- 9.1 Second Reading of Proposed Ordinance 2020-09 Natural Gas Franchise Fee (00)
- 9.2 Yard Waste Recycling Site Policy (00)
- 9.3 Approval of Housing Demolition Program Policy (00)

## **10. Staff/Liaison Reports**

- A. Public Works**
- B. Finance**
- C. City Administrator**
- D. Mayor / Council**

Hasek – Public Utilities Commission  
Hawkins – FEDA, HRA, Planning Commission  
Lubenow – Board of Zoning Appeals  
Peters – FEDA, Board of Zoning Appeals

## **11. Adjournment**

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 4.1**

**MEETING DATE:** August 10, 2020

**SUBJECT:** Coalition of Greater Minnesota Cities Presentation

**REVIEWED BY:** Cathy Reynolds, City Administrator

**SUBJECT INITIATION BY:**

<input checked="" type="checkbox"/>	Petition		Board		Staff		Council		Commission		Committee
-------------------------------------	----------	--	-------	--	-------	--	---------	--	------------	--	-----------

**SUBJECT BACKGROUND:** Cathy Reynolds, City Administrator

**INTRODUCED BY:** Cathy Reynolds, City Administrator

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

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

**RECOMMENED ACTION BY:**

	City Staff		Board		Commission		Committee
--	------------	--	-------	--	------------	--	-----------

	Issuance		Approval		Authorization		No recommendation
	Denial		Rejection	<input checked="" type="checkbox"/>	No action needed		

**STATEMENT:** Marty Seifert will present an update on the work of the Coalition.

**MOTION:** None

**VOTE REQUIRED:** N/A

**ATTACHMENTS:**

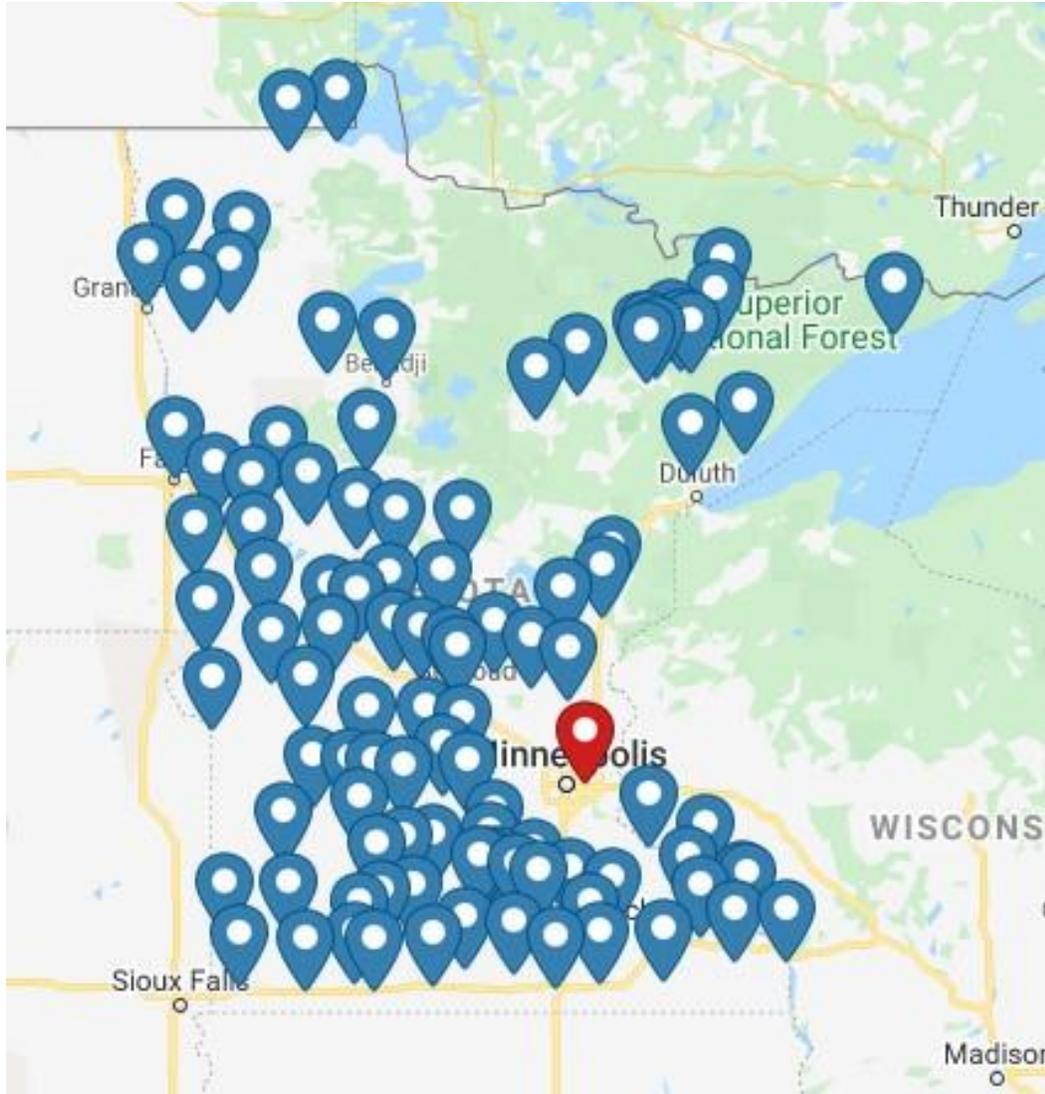
1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

\*\*\*\*\*

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



FAIRMONT, MINNESOTA – MARTY SEIFERT



# CGMC - 102 cities across the state working together

---

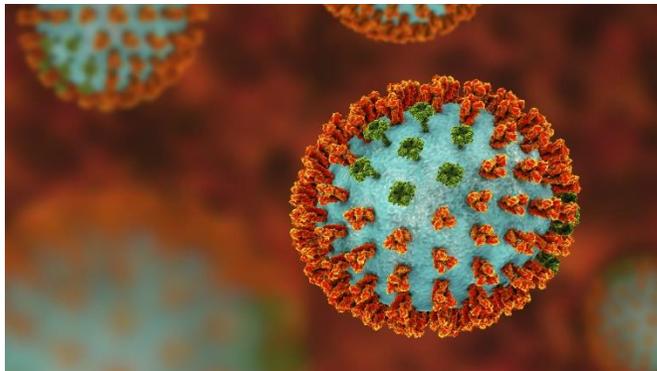
- LGA/Property Taxes
- Economic Development
- Annexation and Land Use
- Transportation
- Environment and Energy
- Labor and Employment

# COVID-19 shatters session expectations

---

## EXPECTATIONS

- Short session
- \$1.5B budget surplus
- Bonding bill



## REALITY

- No in-person legislative meetings
- 2 special sessions (and counting)
- Surplus becomes \$2.4B deficit
- Battle over apportionment of federal aid
- Civil unrest/policing reforms take center stage
- Battle lines over Walz's executive powers
- Bonding bill still tied up in uncertainty



# 3/11/20 “The Last Normal Day”

# CGMC Goals - then and now

---

## PRE-COVID SHUTDOWNS

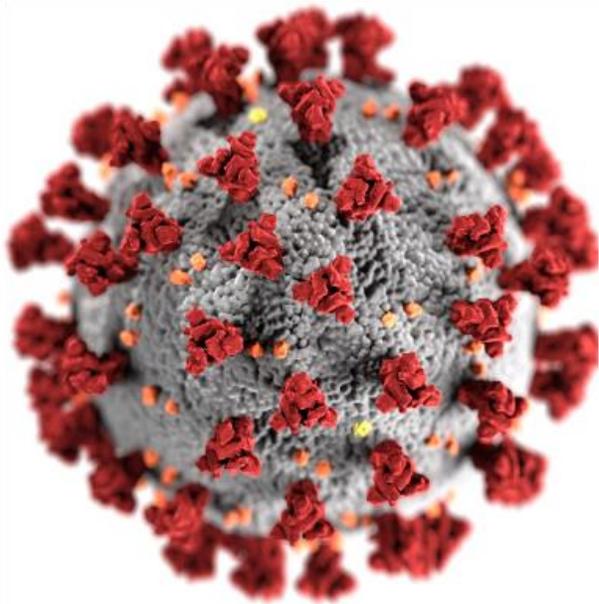
- Bonding bill of at least \$1.5 billion
- Advance inflation/population growth proposal for LGA
- Build on 2019 child care progress
- Advance strategy on PFAS chemicals

## AFTER COVID

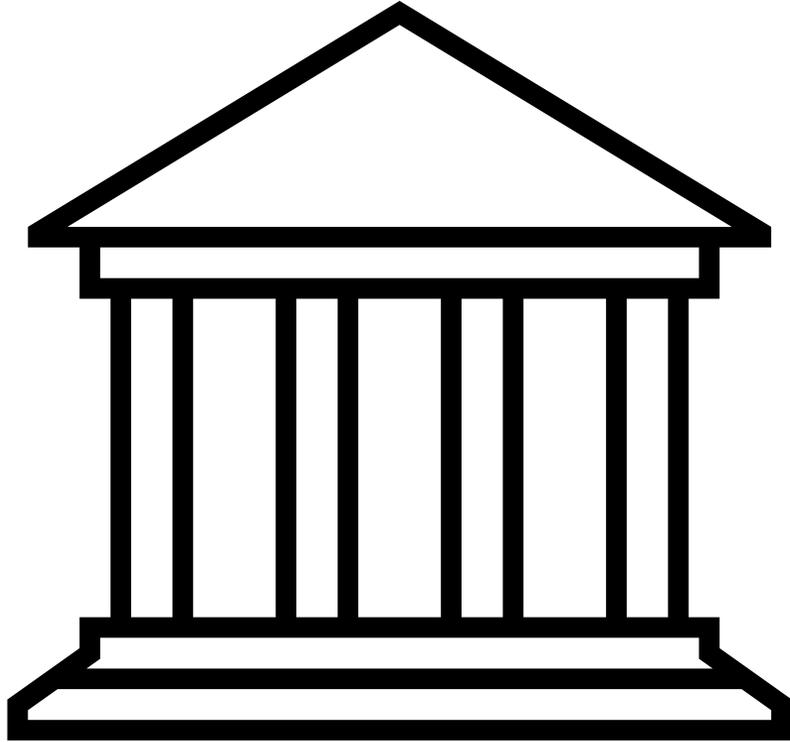
- Large bonding bill!
- CARES Act support for local gov'ts
  - Maximum distribution possible
  - Geographic equity
- New/exacerbated child care challenges
- Small business grants legislation
- Working proactively to protect LGA

# CGMC helps cities navigate the pandemic

---



- Created COVID-19 resources page on website: ([greatermncities.org/resources/covid-19/](https://greatermncities.org/resources/covid-19/))
- Hosted four labor & employment webinars
- Sent multiple informational emails on topics such as personnel issues, workplace safety, and state shutdown orders
- Hosted webinar on state budget
- Surveyed city leaders to gauge their top concerns
- Increased production of CGMC in Brief newsletter
- Hosted Zoom meeting with Governor Walz

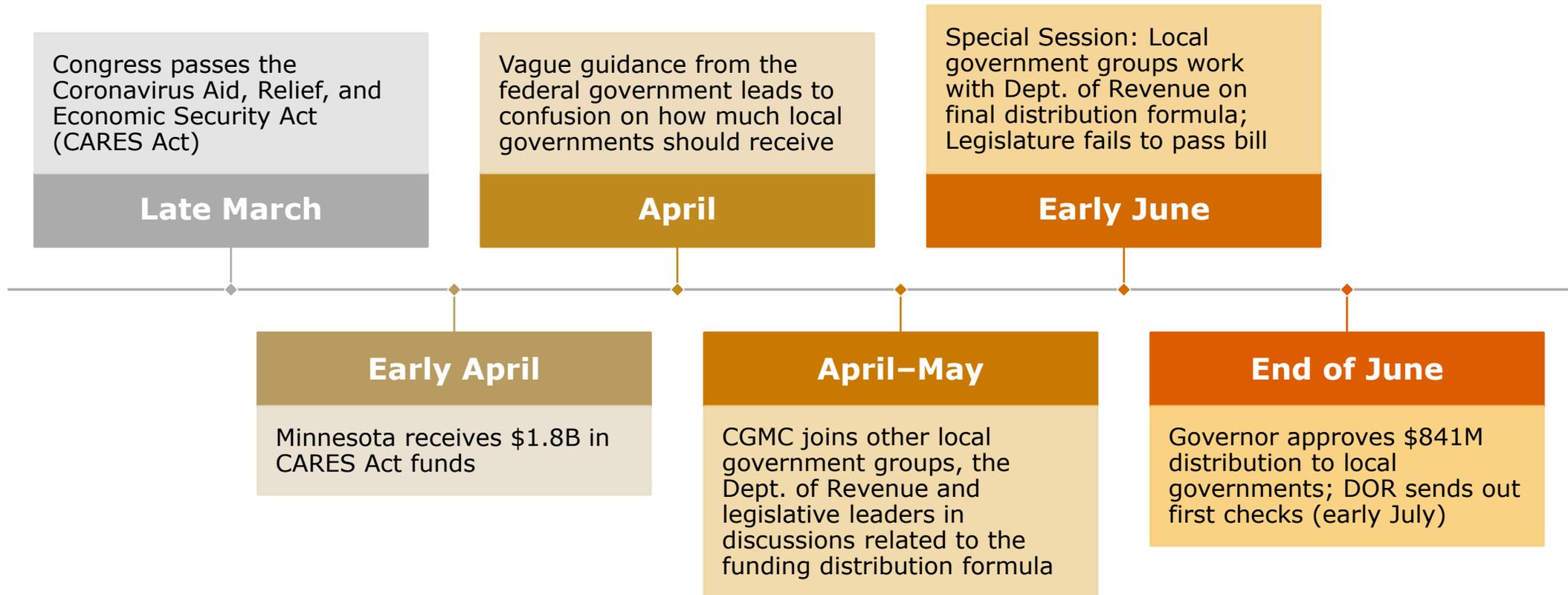


# CARES Act: What is it?

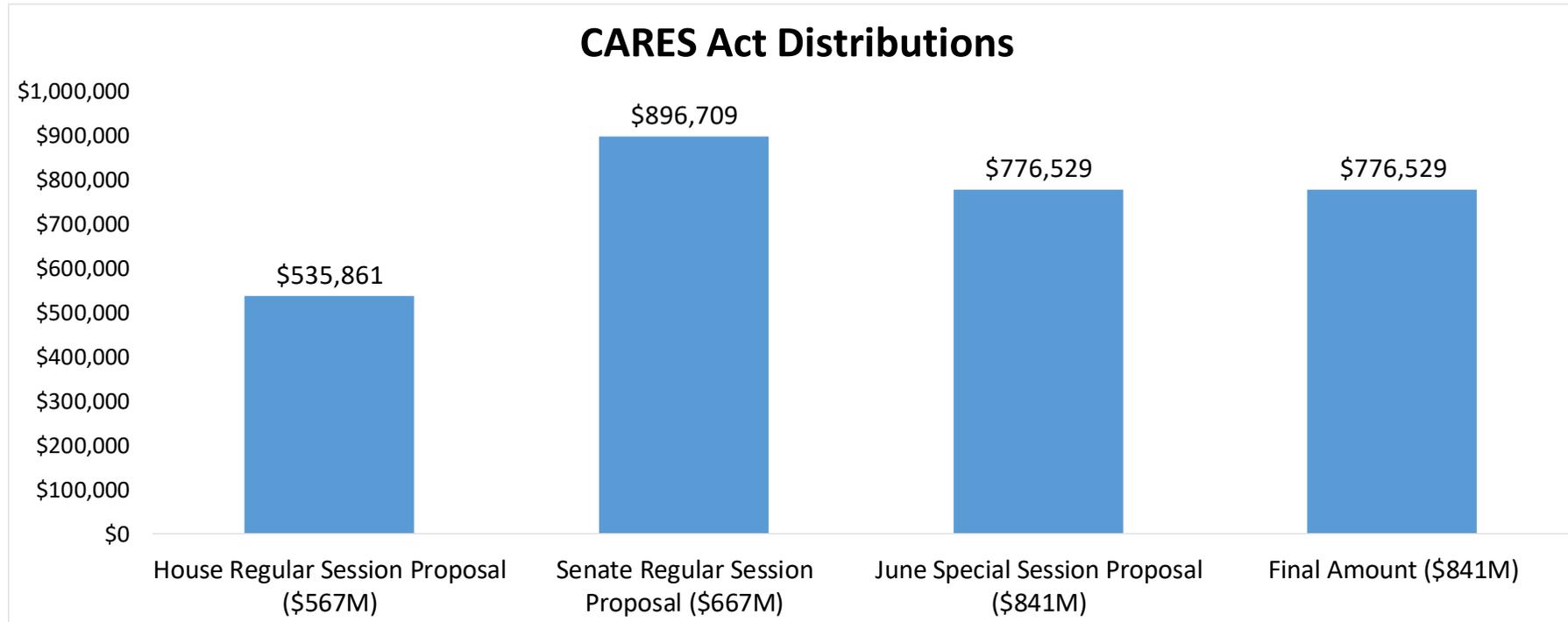
---

Through the federal Coronavirus Relief Fund, the CARES Act provides for payments to state, local, and tribal governments navigating the impact of the COVID-19 outbreak.

# CARES Act Timeline in MN

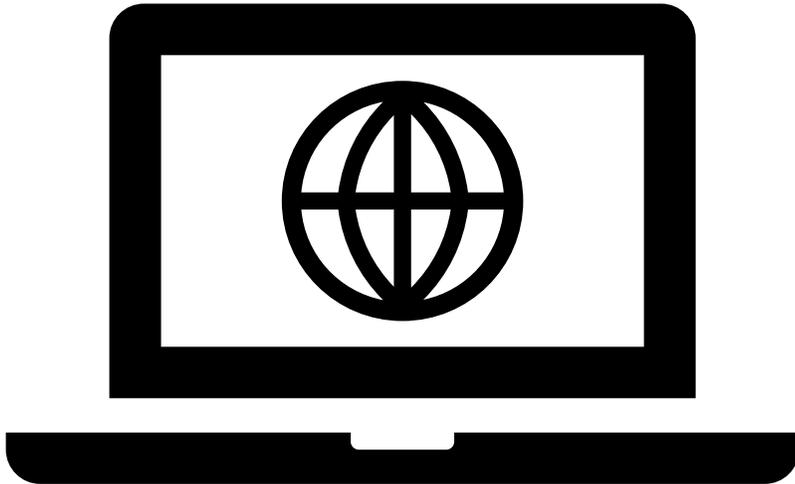


# CARES Act Distribution for Fairmont



# CARES Act Resources

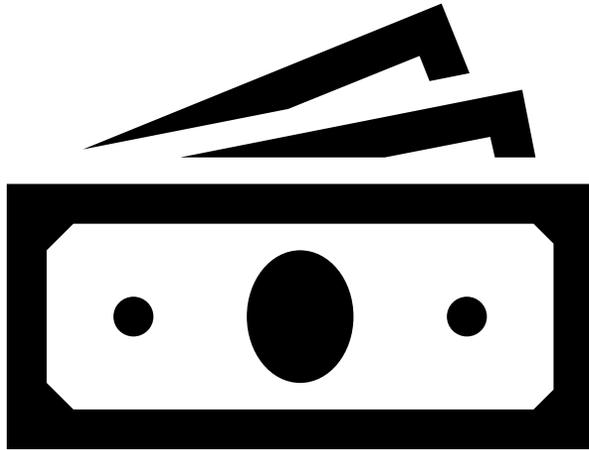
---



- MN Department of Revenue:  
<https://www.revenue.state.mn.us/coronavirus-relief-fund-local-governments>
- US Federal Treasury: [www.bit.ly/CaresActGuidance](http://www.bit.ly/CaresActGuidance)  
(case sensitive link)
- League of Minnesota Cities FAQ  
page: [www.lmc.org/covid19](http://www.lmc.org/covid19)

# BONDING: Top goal becomes more important in pandemic

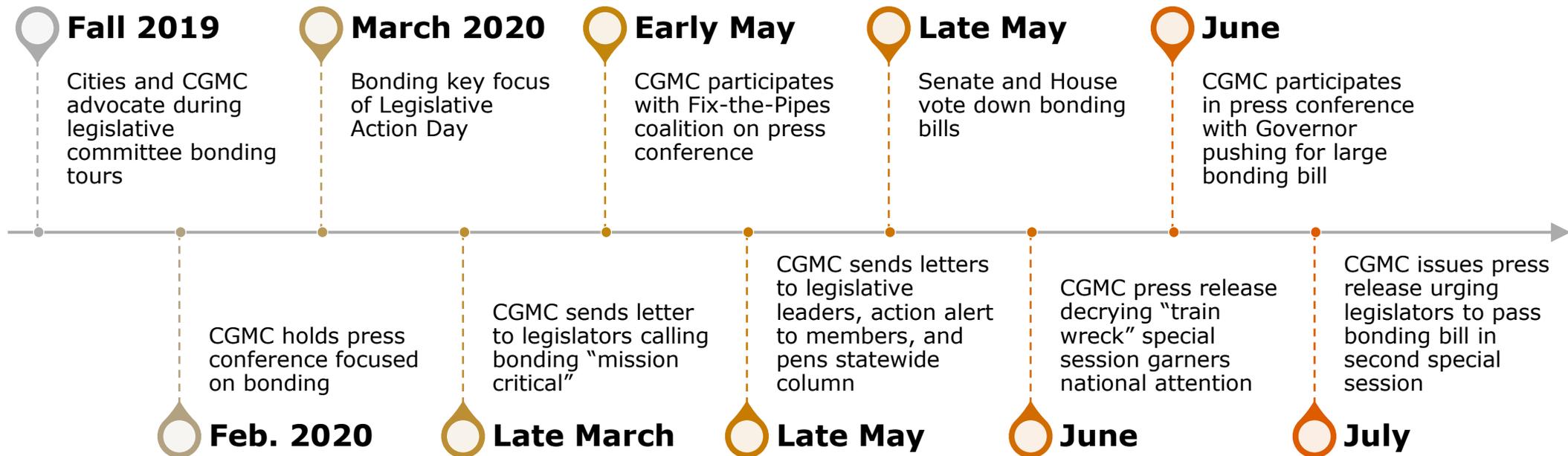
---



- CGMC calls for at least a \$1.5 billion bill that includes:
  - \$200M for wastewater and water infrastructure
  - \$20M for Greater Minnesota Business Development Public Infrastructure Grant Program (BDPI)
  - \$20M for child care facilities grants
  - \$10M for public infrastructure to support housing
  - \$200M for local roads & bridges

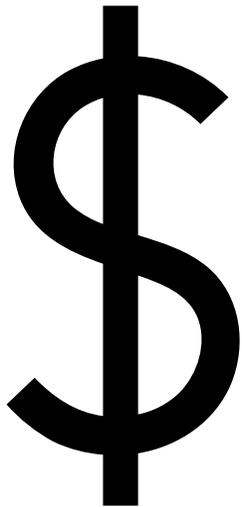
COVID-19 pandemic makes large bonding bill even more important to stimulate economy.

# CGMC Advocates for Large Bonding Bill



# Bonding Bill

---



July 13: \$1.35B bill unveiled

- \$254M for wastewater and water infrastructure
  - \$230M for local roads and bridges
  - \$10M BDPI
  - \$130M for housing
  - \$0 for child care facilities grants
- 
- Legislation is tied to outcome on other issues
  - CGMC continues to push for passage

# Per- and Polyfluoroalkyl Substances (PFAS)

---

## **The problem:**

- PFAS are pervasive “forever” chemicals linked to health concerns and found in waterbodies across the state
- Removal from drinking water is expensive
- Removal from wastewater is not technologically feasible

# PFAS

## **Our solution: Municipal Source Reduction Initiative**

Partnered with League of MN Cities on three-pronged approach to:

- ✓ Identify main sources of PFAS in wastewater
- ✓ Identify source reduction strategies
- ✓ Educate wastewater professionals and public ways to prevent PFAS from entering waste stream

Sought \$500,000 for this initiative

**COVID-19 killed most spending bills, including this one**

**Considerable time spent on related-bills**

**Top priority for 2021**



# Child Care

---

Top session 2020 priorities:

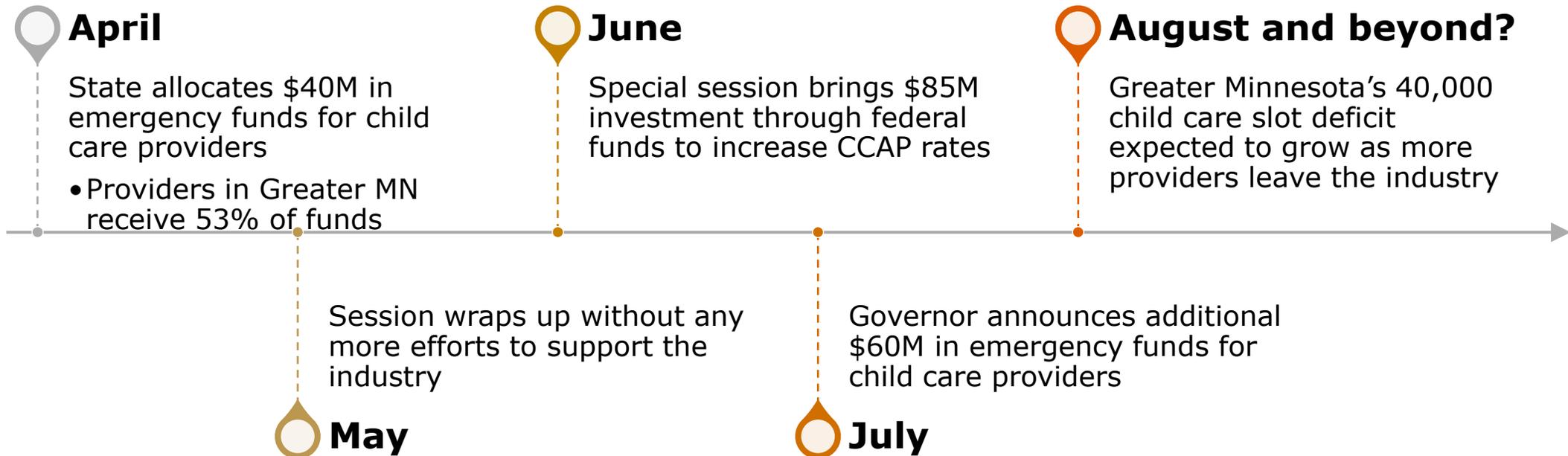
- \$10 million for DEED child care grants
- \$4 million for the six Minnesota Initiative Foundations

House DFL announced \$500 million for early childhood and child care was its top priority for session

- Included funding for CGMC's child care proposals

Then COVID happened ...

# State's Response to Child Care Crisis During COVID



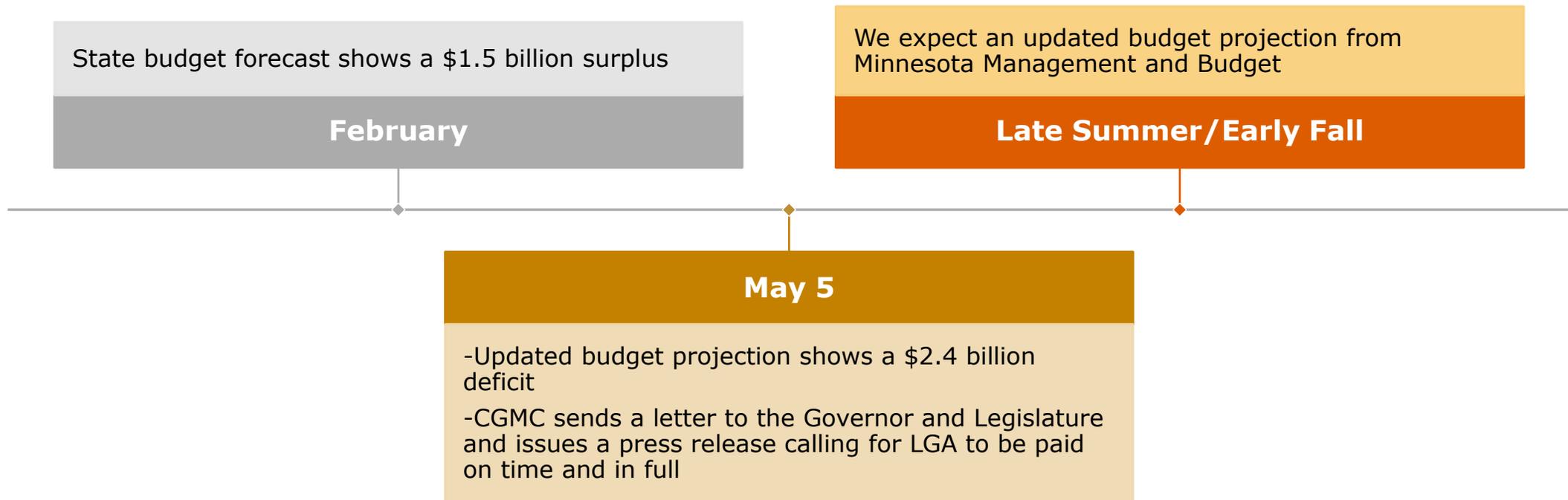


# Looking ahead

---

# State Budget Projections

---



# Potential Options for State Budget

---

When will state address the budget deficit, now or next session?

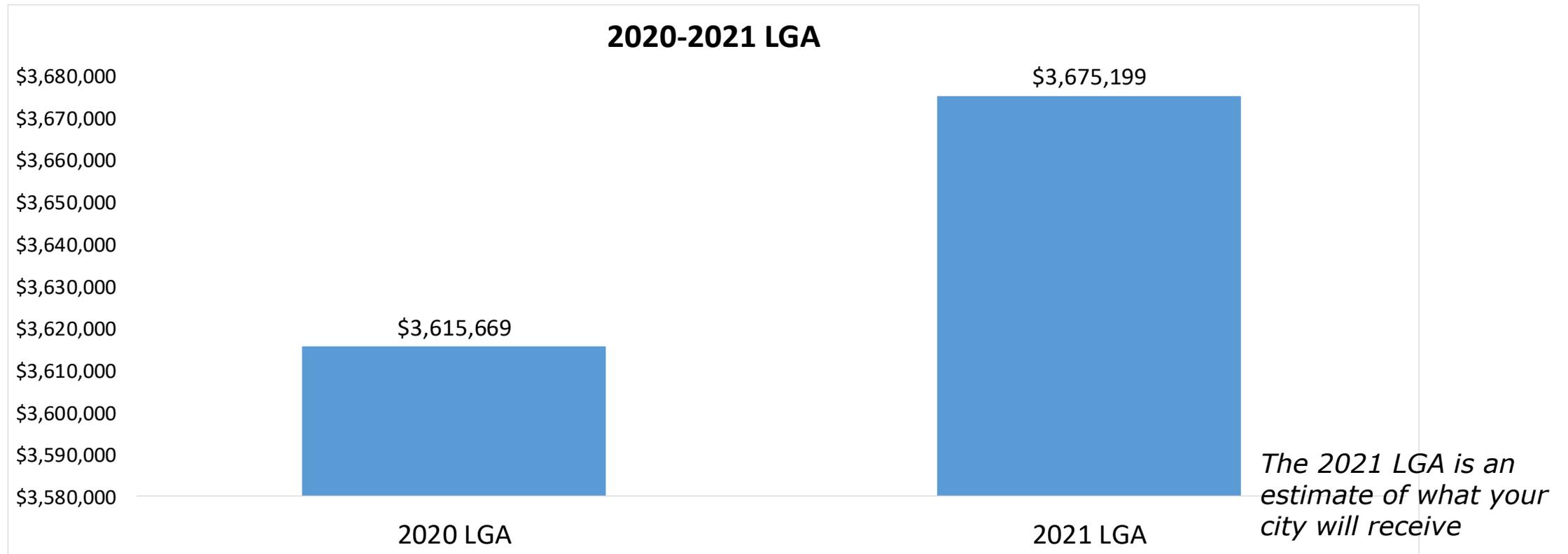
Options:

1. Deal with budget deficit during special session
2. Deal with budget deficit during 2021 regular session
3. Governor uses unallotment powers

***Ensuring that LGA is paid on time and in full is CGMC's highest priority!***



# 2020-2021 LGA for Fairmont



# Looking Ahead to 2021

- November election could shift power dynamics
- Pandemic may continue to impact economy and legislative process
- Protecting LGA will be top priority
- Bonding bill push may be necessary
- Continue to lay groundwork for successful session

# Upcoming CGMC Events

---





**THANK YOU!**

Website

[Greatermncities.org](http://Greatermncities.org)

Facebook

[Facebook.com/greatermncities](https://Facebook.com/greatermncities)

Twitter

[@greatermncities](https://twitter.com/greatermncities)

Youtube

[Youtube.com/GreaterMNCities](https://Youtube.com/GreaterMNCities)

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 5.1**

**MEETING DATE:** August 10, 2020

**SUBJECT:** Public Discussion/Comment

**REVIEWED BY:** Cathy Reynolds, 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
--------------------------	----------	--------------------------	-------	-------------------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:**

**INTRODUCED BY:** Mayor Deborah J. Foster

**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
--------------------------	------------	--------------------------	-------	--------------------------	------------	--------------------------	-----------

<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 public discussion/comment?

**MOTION:** None

**VOTE REQUIRED:**

**ATTACHMENTS:**

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

\*\*\*\*\*

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

The minutes of the Fairmont City Council meeting held on Monday, July 27, 2020 at the City Hall Council Chambers.

Mayor Deborah J. Foster called the meeting to order at 5:30 p.m.

Council Members Ruth Cyphers, Wayne Hasek, Tom Hawkins, Randy Lubenow and Bruce Peters were present. Also, in attendance: City Administrator Cathy Reynolds, Public Works Director/City Engineer Troy Nemmers, Finance Director Paul Hoye, Police Chief Mike Hunter, City Clerk Patricia J. Monsen and City Attorney Mark Rahrack via telephone.

Council Member Hasek made a motion to approve the agenda as presented. Council Member Peters seconded the motion and the motion carried.

No public discussion or comment was received.

Council Member Peters made a motion to approve the Consent Agenda. Council Member Hawkins seconded the motion and the motion carried. Items on the consent agenda were: City Council minutes from July 13, 2020; Accounts Payable for July 2020; Purchase Card Policy; Event Permit for Cedar Creek Classic Disc Golf Tournament; **Resolution 2020-32**, authorizing the City Engineer to complete the Point Source Implementation Grant application through the MN Pollution Control Agency.

Mayor Foster opened the public hearing on proposed **Ordinance 2020-09**, an ordinance establishing a franchise fee on natural gas companies operating in the City of Fairmont. No public comment was received. Council Member Hawkins made a motion to close the public hearing. Council Member Cyphers seconded the motion and the motion carried.

Nemmers reported that the street department has been crack sealing the streets. This morning the Lake Avenue reconstruction project began. A new policy for the tree dump site will be coming to the next council meeting.

Hoye presented the semi-annual investment report and a quarterly budget status report.

Reynolds reported that building permits continue to exceed from where they were in 2019. A ribbon cutting will be held for the opening of Adventure Playground on Tuesday at 3:30 p.m. The public is invited to participate. Minnesota Housing Partnership puts on an institute that looks at the needs for affordable housing in a community and works with local communities to help provide that affordable housing. The City, HRA and members of the local business community will be participating in the eighteen-month program. The City and Human Services are jointly working on a grant from the CARES Housing Grant. The City will draft the grant application with the County Human Services administering the grant if it is received. Candidacy filings open tomorrow. There are three seats open for election.

Cyphers reported that the Airport Board met on July 14<sup>th</sup>. The T-hangar is close to completion and work on the taxi lanes and aprons are proceeding. Discussion was held regarding capital improvements at the airport.

Lubenow reported that the Park Board worked on budget priorities. They are requesting an estimate for the restoration of the Sylvania Park Band Shell, a trail to the Band Shell, cost for air

conditioning and making the Lincoln Park Shelter handicapped accessible, Amber Lake Boat landing and parking lot. The Kids Just Want to Have Fun group met with Park Board and expressed their desire to expand the mini golf course to be 18 holes. They would be asking the City for \$5,000 to \$10,000 in the future for the expansion. The Park Board also had discussion on naming the park by Lake View Methodist Home after the founder of Avery Weigh Tronix, Richard Bradley.

Lubenow reported on the Library Board. The library is now open to the public. The new elevator, which was a cost share with the County has been installed and is working. The library will begin sending out past due notices again. Street Fleet is the new book carrier for the library, and they are back serving the library.

Cyphers reminded citizens of the Martin County Veterans Memorial Dedication Event taking place on August 1<sup>st</sup> and the Cedar Creek Classic Disc Golf Tournament on August 7<sup>th</sup>-9<sup>th</sup>.

There was discussion regarding candidacy announcements.

A motion was made by Council Member Peters, seconded by Council Member Hasek and carried to adjourn the meeting at 6:00 p.m.

---

Deborah J. Foster, Mayor

ATTEST:

---

Patricia J. Monsen, City Clerk

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 6.C.1**

**MEETING DATE:** August 10, 2020

**SUBJECT:** Event Permit for Red Rock Center for the Arts – Galaxy Band

**REVIEWED BY:** Cathy Reynolds, 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
-------------------------------------	----------	--------------------------	-------	--------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:** Cathy Reynolds, City Administrator

**INTRODUCED BY:** Cathy Reynolds, 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 Red Rock Center for the Arts has applied for an Event Permit to have the Galaxy Band play at the Sylvania Park Band Shell on August 20, 2020 at 7:00 p.m.

**MOTION:** To approve the Event Permit for the Red Rock Center for the Arts to hold an event at Sylvania Park Band Shell on August 20, 2020.

**VOTE REQUIRED:** Simple majority

**ATTACHMENTS:**

1. Permit Application.

\*\*\*\*\*

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



# EVENT APPLICATION/PERMIT

This form must be filed with the City at least thirty (30) days in advance of the event. The City will review the application in accordance with the permitting process outlined in the City Code, Chapter 18. Attach additional sheets, maps, etc. if necessary. For events which include overnight camping a separate addendum must be included with the event application.

Date: 7/28/2020

Permit Fee: \$15.00

Event: Galaxy Band @ Sylvania Park bandshell

Sponsoring entity: Red Rock Center

Address: 222 E Blue Earth Ave., Fairmont

Maximum estimated number of persons expected to attend at any one time: 250

Event coordinator(s): Sonia Fortune

Contact Info: \_\_\_\_\_ Phone # 507-236-4170

E-mail: director@redrockcenter.org

Primary contacts (during event):

Name: same as above

Name: \_\_\_\_\_

Cell#: \_\_\_\_\_

Cell#: \_\_\_\_\_

E-mail: \_\_\_\_\_

E-mail: \_\_\_\_\_

Event Start: Day/Date 8/20/2020 Time: 7:00pm

Event End: Day/Date 8/20/2020 Time: 9:00pm

Setup: Day/Date 8/20/2020 Start time: 5:00pm End Time: 7:00pm

Teardown: Day/Date 8/20/2020 Start time: 9:30pm End Time: 10:30pm

1. Type and description of the event and a list of all activities to take place at the event.

music in the park

2. Proposed location of event, including a site plan or diagram of the proposed area to be used showing the location of any barricades, perimeter/security fencing, fire extinguishers, safety or first aid stations, entertainment, stages, restrooms or portable toilets, parking areas, ingress and egress routes, signs, special lighting, trash containers and any other items related to the event.

as is. People will bring lawn chairs

3. Will outside drinking water or waste collection systems be supplied?  Yes;  No  
If yes, supply public health plans, including the number of toilet facilities that will be available.
4. Will the event be providing: fire prevention, emergency medical service, security and severe weather shelter.  Yes;  No  
If yes, provide the written plans.
5. Will organizers allow outside food wagon/vendors at the event?  Yes;  No  
If yes, all food wagons/vendors must complete a Food Wagon/Vendor Permit and submit payment. *maybe popcorn?*
6. Will camping or temporary overnight lodging be included for the event? (allowed only at Cedar Creek Park and Winnebago Sports Complex):  Yes;  No  
If yes, event coordinator must complete temporary overnight camping permit and submit payment.
7. Will the event be using any sound amplification, public address system or will there be any live performances of any music or musical instruments?  Yes;  No  
If yes, please describe: \_\_\_\_\_
8. Will the event restrict or alter normal parking, vehicular traffic or pedestrian traffic patterns?  Yes;  No  
If yes, provide a detailed description of all public rights of way and private streets for which the applicant requests the city to restrict or alter traffic flow. (Please attach a detailed map).
9. Will you be providing shuttle service?  Yes;  No  
If yes, provide offsite parking locations, shuttle routes, types of vehicles that will be used for shuttling passengers, hours of operation and frequency of shuttle service.

I affirm that I am authorized to execute this application on behalf of the applicant and that the statements contained therein are true and correct to the best of my knowledge. If the special event requires special services provided by the City of Fairmont, the applicant agrees to indemnify, defend and hold the City of Fairmont, its officials, employees, and agents harmless from any claim that arises in whole or in part out of the special event, except any claims arising solely out of the negligent acts or omissions of the City of Fairmont, its officials, employees and agents. The applicant agrees to pay all fees and meet all City Code requirements.

Signature: *Dong Y. Shune* Title: *Executive Director* Date: *7/28/2020*

If you would like your event published on the City's website/Community Calendar, please indicate:  Yes;  No

Office Use Only			
\$15.00 Fee Paid	Date:	Received by:	
Requires Council Approval	<input type="checkbox"/> Yes; <input type="checkbox"/> No	Council Meeting Date:	Action:
City Administrator Approval	<input type="checkbox"/> Yes	No	Date

- Permit distribution:
- City
  - Applicant
  - Police
  - Parks/Streets
  - Other

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 6.C.2**

**MEETING DATE:** August 10, 2020

**SUBJECT:** “Back 9” Mini-Golf Project

**REVIEWED BY:** Cathy Reynolds, 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
--------------------------	----------	--------------------------	-------	-------------------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:** Troy Nemmers, Director of Public Works/City Engineer

**INTRODUCED BY:** Troy Nemmers, 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 type="checkbox"/>	City Staff	<input checked="" 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 Kids Just Want to Have Fun committee is requesting to install 9 more holes at the mini-golf course. The committee has funds remaining from the first project and is requesting to begin construction of the “Back 9” this fall. Attached is a map of the proposed additional holes. They are requesting \$10,000 in the 2021 budget to complete the project in the spring. The remaining funds will be raised by the committee. The Park Board is recommending that the Council authorize the committee to begin construction on the “Back 9” this fall after the aquatic park closes.

**MOTION:** To approve the addition of 9 holes to the mini-golf course at the aquatic park.

**VOTE REQUIRED:** Simple majority

**ATTACHMENTS:**

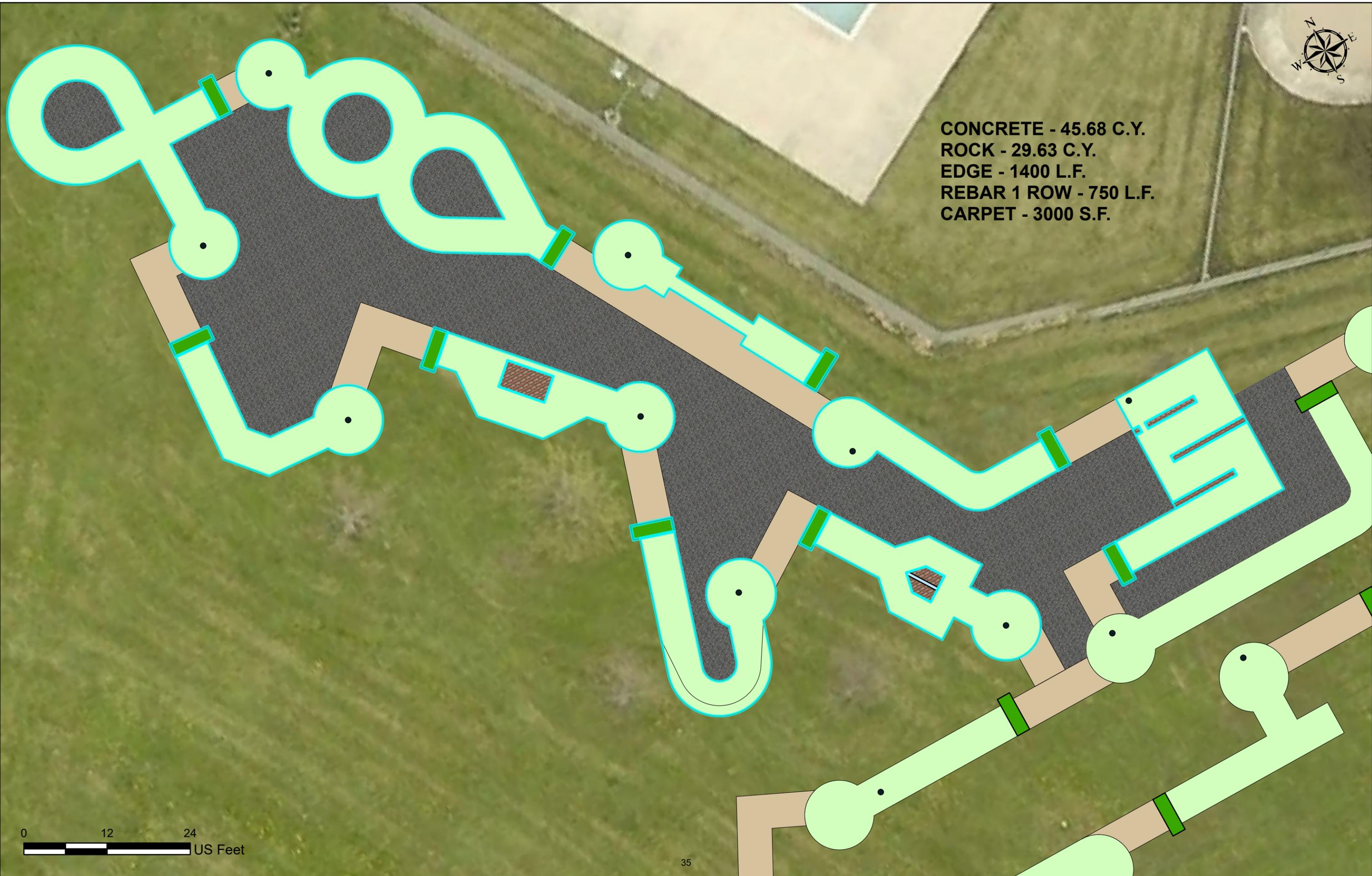
1. Map of the “Back 9”
2. \_\_\_\_\_
3. \_\_\_\_\_

\*\*\*\*\*

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



**CONCRETE - 45.68 C.Y.**  
**ROCK - 29.63 C.Y.**  
**EDGE - 1400 L.F.**  
**REBAR 1 ROW - 750 L.F.**  
**CARPET - 3000 S.F.**



0 12 24 US Feet

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 6.C.3**

**MEETING DATE:** August 10, 2020

**SUBJECT:** Bowlmor Lanes, LLC – On Sale Intoxicating Liquor License

**REVIEWED BY:** Cathy Reynolds, City Administrator

**SUBJECT INITIATION BY:**

<input checked="" type="checkbox"/>	Petition		Board		Staff		Council		Commission		Committee
-------------------------------------	----------	--	-------	--	-------	--	---------	--	------------	--	-----------

**SUBJECT BACKGROUND:** Patricia J. Monsen, City Clerk

**INTRODUCED BY:** Cathy Reynolds, City Administrator

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

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

**RECOMMENED ACTION BY:**

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

**STATEMENT:** The ownership of Bowlmor Lanes will be changing from David Pederson to his son, Douglas Pederson. A new liquor license is required.

**MOTION:** To approve the On Sale Intoxicating Liquor License for Bowlmor Lanes LLC, pending completion of a satisfactory background investigation and the required completed documents.

**VOTE REQUIRED:** Simple majority

**ATTACHMENTS:**

- 1.
- 2.
- 3.

\*\*\*\*\*

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

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 9.1**

**MEETING DATE:** August 10, 2020

**SUBJECT:** Second Reading on Proposed Ordinance 2020-09 Natural Gas Franchise Fee

**REVIEWED BY:** Cathy Reynolds, City Administrator

**SUBJECT INITIATION BY:**

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input checked="" type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
--------------------------	----------	--------------------------	-------	--------------------------	-------	--------------------------	---------	-------------------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:** Paul Hoyer, Finance Director

**INTRODUCED BY:** Paul Hoyer, Finance Director

**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 type="checkbox"/>	Information Only
<input checked="" 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 City Council has been exploring alternative funding sources for its annual street improvement program for the last couple of years. One of the options that has been discussed in a natural gas franchise fee. City Staff is recommending a \$2.50 per month fee plus \$0.00375 per therm for Power Generating Unit Class 1 and 2 and \$0.015 per therm for all other classes. This fee would be collected by MN Energy and turned over to the city. It is anticipated that this will generate roughly \$265,000 per year that would be dedicated to street improvements. Staff is asking Council to consider proposed Ordinance 2020-09.

**MOTION:** To approve Ordinance 2020-09, an ordinance establishing Franchise Fee on Natural Gas Companies Operating in the City of Fairmont, Minnesota.

**VOTE REQUIRED:** Simple majority – Roll call

**ATTACHMENTS:**

1. Proposed Ordinance 2020-09
2. Public Hearing Notice.

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

ORDINANCE 2020-09

An ordinance establishing Franchise Fee on Natural Gas companies operating in the City of Fairmont, MN.

Be it ordained by the City of Fairmont, MN, as follows:

The City of Fairmont MN, (hereinafter referred to as “City”) hereby establishes a franchise fee on every natural gas company, and every other person, firm or corporation, their successors and assigns, owning, operating, controlling, leasing or managing any natural gas plant or system, generating, manufacturing, selling, distributing or transporting electricity/natural gas, (hereinafter referred to as “Energy Providers”). Energy Providers shall collect from their customers, but not from the City of Fairmont, located within the corporate limits of the City of Fairmont, and pay to the City an amount based on the following fee schedule, after adjustment for the net write-off of uncollectible accounts and corrections of bills theretofore rendered:

<b>CUSTOMER CLASS</b>	<b>MONTHLY METER CHARGE</b>	<b>THERM RATE CHARGE</b>
T-Power Generating Unit- Class 1 and Class 2	\$2.50/Month/Meter	\$0.00375 Per Therm Used
All Other Classes	\$2.50/Month/Meter	\$0.015 Per Therm Used

The amount paid by Energy Providers shall be in lieu of, and Energy Providers shall be exempt from, all other occupation, license, excise or right-of-way permit fees or taxes which the City may impose for the rights and privileges herein granted or for the privilege of doing business within the City, and in the event any such fee, charge, license, tax or assessment shall be imposed by the City, the payment to be made in accordance with the provisions of this section shall be reduced in an amount equal to the annual burden of such fee, charge, license, tax or assessment imposed upon the Energy Providers. Ad valorem property taxes imposed generally upon all real and personal property within the City shall not be deemed to affect the obligation of the Energy Providers under this section.

Any consideration hereunder shall be reported and paid to the City by Energy Providers on a Quarterly basis. Such payment shall be made not more than thirty (30) days following the close of the period for which payment is due. Initial and final payments shall be prorated for the portion of the period at the beginning and end of the term of this Ordinance.

The franchise fee shall be based on the amount collected by Energy Providers during complete billing months during the period for which payment is to be made by imposing a surcharge equal to the designated franchise fee for the applicable customer classification in all customer billings for gas service in each class. The time and manner of collecting the franchise fee is subject to the approval of the Minnesota Public Utilities Commission. No franchise fee shall be payable by Energy Providers if Energy Providers are legally unable to first collect an amount equal to the franchise fee from their customers in each applicable class of customers by imposing a surcharge in Energy Providers’ applicable rates for gas service. The Minnesota Public Utilities Commission requires Energy Providers to provide the Commission with sixty (60) days notice,

including the filing of the franchise fee ordinance or other operative document, prior to implementing a franchise fee.

The city recognizes that the Minnesota Public Utilities Commission may allow the utility company to add a surcharge to customer rates of city residents to reimburse such utility company for the cost of the fee.

Energy Providers shall list the local franchise fee collected from customers as a separate item on bills for utility service issued to customers. If at any time the Minnesota Public Utilities Commission, or other authority having proper jurisdiction, prohibits such recovery, then Energy Providers will no longer be obligated to collect and pay the franchise fee herein contemplated. In addition, an Energy Provider may discount or reduce the franchise fee payable for natural gas delivered to a specific customer of an Energy Provider when it is required to reduce the franchise fee to retain the business of that customer. Modification or reduction of the franchise fee should occur if the franchise fee would cause the customer to cease purchase or transportation deliveries of natural gas from the Energy Provider by installing equipment to access natural gas supply not subject to the City's franchise fee.

The City shall provide copies of annexation ordinances to Energy Providers on a timely basis to ensure appropriate franchise fee collection from customers within the corporate limits of the City.

The City shall have access to and the right to examine during normal business hours, those of Energy Providers' books, receipts, files, records and documents that are necessary to verify the correctness of payments due hereunder. If it is determined that a mistake was made in the payment of any franchise fee required hereunder, such mistake shall be corrected promptly upon discovery, such that any under-payment by Energy Providers shall be paid within 30 days of the recalculation and any over-payment by Energy Providers shall be discounted from the next payment(s) due.

This agreement shall be in force and effect from and after passage of this Ordinance, its acceptance by Energy Providers, and its publication as required by law. The City, by Council Resolution, may revoke this agreement if Energy Providers do not file a written acceptance with the City within ninety (90) days after publication.

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

PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Deborah J. Foster, Mayor

ATTEST:

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

OFFICIAL PUBLICATION

NOTICE OF HEARING

TO WHOM IT MAY CONCERN:

**NOTICE IS HEREBY GIVEN** that the City Council of the City of Fairmont will hold a public hearing to consider proposed Ordinance No. 2020-09.

An ordinance establishing Franchise Fee on Natural Gas Companies operating in the City of Fairmont, MN.

Be it ordained by the City of Fairmont, MN, as follows:

The City of Fairmont MN, (hereinafter referred to as “City”) hereby establishes a franchise fee on every natural gas company, and every other person, firm or corporation, their successors and assigns, owning, operating, controlling, leasing or managing any natural gas plant or system, generating, manufacturing, selling, distributing or transporting electricity/natural gas, (hereinafter referred to as “Energy Providers”). Energy Providers shall collect from their customers, but not from the City of Fairmont, located within the corporate limits of the City of Fairmont, and pay to the City an amount based on the following fee schedule, after adjustment for the net write-off of uncollectible accounts and corrections of bills theretofore rendered:

<b>CUSTOMER CLASS</b>	<b>MONTHLY METER CHARGE</b>	<b>THERM RATE CHARGE</b>
All	\$2.50/Month/Meter	\$0.015 Per Therm Used

The amount paid by Energy Providers shall be in lieu of, and Energy Providers shall be exempt from, all other occupation, license, excise or right-of-way permit fees or taxes which the City may impose for the rights and privileges herein granted or for the privilege of doing business within the City, and in the event any such fee, charge, license, tax or assessment shall be imposed by the City, the payment to be made in accordance with the provisions of this section shall be reduced in an amount equal to the annual burden of such fee, charge, license, tax or assessment imposed upon the Energy Providers. Ad valorem property taxes imposed generally upon all real and personal property within the City shall not be deemed to affect the obligation of the Energy Providers under this section.

Any consideration hereunder shall be reported and paid to the City by Energy Providers on a Quarterly basis. Such payment shall be made not more than thirty (30) days following the close of the period for which payment is due. Initial and final payments shall be prorated for the portion of the period at the beginning and end of the term of this Ordinance.

The franchise fee shall be based on the amount collected by Energy Providers during complete billing months during the period for which payment is to be made by imposing a surcharge equal to the designated franchise fee for the applicable customer classification in all customer billings for gas service in each class. The time and manner of collecting the franchise fee is subject to the approval of the Minnesota Public Utilities Commission. No franchise fee shall be payable by

Energy Providers if Energy Providers are legally unable to first collect an amount equal to the franchise fee from their customers in each applicable class of customers by imposing a surcharge in Energy Providers' applicable rates for gas service. The Minnesota Public Utilities Commission requires Energy Providers to provide the Commission with sixty (60) days notice, including the filing of the franchise fee ordinance or other operative document, prior to implementing a franchise fee.

The city recognizes that the Minnesota Public Utilities Commission may allow the utility company to add a surcharge to customer rates of city residents to reimburse such utility company for the cost of the fee.

Energy Providers shall list the local franchise fee collected from customers as a separate item on bills for utility service issued to customers. If at any time the Minnesota Public Utilities Commission, or other authority having proper jurisdiction, prohibits such recovery, then Energy Providers will no longer be obligated to collect and pay the franchise fee herein contemplated. In addition, an Energy Provider may discount or reduce the franchise fee payable for natural gas delivered to a specific customer of an Energy Provider when it is required to reduce the franchise fee to retain the business of that customer. Modification or reduction of the franchise fee should occur if the franchise fee would cause the customer to cease purchase or transportation deliveries of natural gas from the Energy Provider by installing equipment to access natural gas supply not subject to the City's franchise fee.

The City shall provide copies of annexation ordinances to Energy Providers on a timely basis to ensure appropriate franchise fee collection from customers within the corporate limits of the City.

The City shall have access to and the right to examine during normal business hours, those of Energy Providers' books, receipts, files, records and documents that are necessary to verify the correctness of payments due hereunder. If it is determined that a mistake was made in the payment of any franchise fee required hereunder, such mistake shall be corrected promptly upon discovery, such that any under-payment by Energy Providers shall be paid within 30 days of the recalculation and any over-payment by Energy Providers shall be discounted from the next payment(s) due.

This agreement shall be in force and effect from and after passage of this Ordinance, its acceptance by Energy Providers, and its publication as required by law. The City, by Council Resolution, may revoke this agreement if Energy Providers do not file a written acceptance with the City within ninety (90) days after publication.

**You are further notified** said hearing will be held in the **City Council Chambers of City Hall**, 100 Downtown Plaza, Fairmont, Minnesota on Monday, July 27, 2020, at 5:30 p.m.

BY ORDER OF THE CITY OF FAIRMONT

/s/ Patricia J. Monsen  
Patricia J. Monsen, City Clerk

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 9.2**

**MEETING DATE:** August 10, 2020

**SUBJECT:** Yard Waste Recycling Site Policy

**REVIEWED BY:** Cathy Reynolds, 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
--------------------------	----------	--------------------------	-------	-------------------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:** Troy Nemmers, Director of Public Works/City Engineer

**INTRODUCED BY:** Troy Nemmers, 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:** Staff has prepared a policy regarding the use of the yard waste recycling site located west of town at 1880 100<sup>th</sup> Street. This site is very popular and highly used by utility customers; however, it appears that there are many users from outside the City limits that utilize the site as well. This policy will set some rules and guidelines for the public to comply with. The policy proposes having the site closed to the public over the winter (Dec-March). It also has restrictions for commercial use. A commercial permit will be required for any business to utilize the site. The commercial permit application will require a \$1,500 permit fee and it sets prices for any large loads that may need to be deposited at the site.

**MOTION:** To approve the yard waste recycling site policy.

**VOTE REQUIRED:** Simple majority

**ATTACHMENTS:**

1. Draft yard waste recycling policy
2. Draft commercial permit application form

\*\*\*\*\*

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



CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031  
[www.fairmont.org](http://www.fairmont.org) ♦ [citygov@fairmont.org](mailto:citygov@fairmont.org)

Phone (507)238-9461

Fax (507)238-9469

## YARD WASTE RECYCLING SITE

1880 100<sup>th</sup> Street

OPEN: APRIL – NOVEMBER

The Yard Waste Recycling Site (Site) is a service provided by the City of Fairmont for city utility customers only. The Site is meant for personal yard waste recycling only. Commercial use is allowed only by permit obtained through the City of Fairmont. Non-utility paying customers, and non-residents of the City of Fairmont are prohibited from using the Site.

The Site is maintained by the City of Fairmont Streets and Park Department and is monitored by the Police Department. Contact the City Hall (507-238-9461) for more information or the Law Enforcement Center (507-238-4481) to report a violation of site rules.

### GENERAL SITE RULES AND GUIDELINES

1. The Site is available for personal use by Fairmont utility customers. Non-utility paying customers and non-residents are not authorized to utilize the Site.
2. Commercial use is not allowed unless a permit is obtained from the City of Fairmont.
3. UNAUTHORIZED MATERIALS may not be dumped at the site. Unauthorized materials include, but are not limited to dirt, rock, concrete, plastic, trash, appliances, electronics, construction debris, furniture, or other materials not part of natural yard waste materials. Anyone found leaving unauthorized material at the site may be prosecuted under city ordinance.
4. Wood chips are currently NOT available to the public. Customers may harvest branches and logs for personal use. Customers do so at their own risk and the City accepts no responsibility for accidents which occur at the site. EMERALD ASH BORER (EAB) – Martin County is quarantined for transport of any wood outside of the county to limit spread of the EAB.
5. The site may be CLOSED due to poor site conditions or at the discretion of the City of Fairmont.

### LEAF AND GRASS COMPOST SITE (West Driveway)

1. Material accepted includes leaves, grass, plant material, straw, and non-woody garden waste.
2. NO plastic bags or non-biodegradable containers. All material must be de-bagged at the site and bags placed in the available trash receptacles.
3. NO branches, shrubs, or thick plant stalks.
4. Compost is available free of charge from the site. Customers requiring large quantities of compost may contact City Hall for assistance.

### BRANCH AND TREE RECYCLING SITE (East Driveway)

1. Main tree stem, branches, shrubs, and plant stalks are allowed. Natural wood only.
2. All logs and branches should be cut to a maximum length of 10 feet long.
3. NO stumps, tree roots, or stump grindings
4. NO trees over 36 inches in diameter.
5. Customers wanting to dispose of quantities of material more than 25 cubic yards or 36 inches in diameter will be charged \$10/cubic yard (measured by the truck or trailer capacity). Contact City Hall to make payment arrangements.



CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031  
www.fairmont.org ♦ citygov@fairmont.org

Phone (507)238-9461

Fax (507)238-9469

**YARD WASTE RECYCLING SITE  
COMMERCIAL USE APPLICATION  
Open Year Round**

**Applicant:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**GENERAL SITE RULES AND GUIDELINES**

1. The Site is for use by City of Fairmont Utility Customers **ONLY**. Contractors can only deposit material from these customers. No material from Non-Utility or Non-Residents of the City of Fairmont is allowed.
2. **UNAUTHORIZED MATERIALS** may not be dumped at the site. Unauthorized materials include, but are not limited to dirt, rock, concrete, plastic, trash, appliances, electronics, construction debris, furniture, or other materials not part of natural yard waste materials. Anyone found leaving unauthorized material at the site may be prosecuted under city ordinance.
3. Wood chips are currently **NOT** available to the public. Customers may harvest branches and logs for personal use. Customers do so at their own risk and the City accepts no responsibility for accidents which occur at the site. EMERALD ASH BORER (EAB) – Martin County is quarantined for transport of any wood outside of the county to limit spread of the EAB.
4. The site may be **CLOSED** due to poor site conditions or at the discretion of the City of Fairmont.

**LEAF AND GRASS COMPOST SITE (West Driveway)**

1. Material accepted includes leaves, grass, plant material, straw, and non-woody garden waste.
2. **NO** plastic bags or non-biodegradable containers. All material must be de-bagged at the site and bags placed in the available trash receptacles.
3. **NO** branches, shrubs, or thick plant stalks.
4. Compost is available free of charge from the site. Customers requiring large quantities of compost may contact City Hall for assistance.

**BRANCH AND TREE RECYCLING SITE (East Driveway)**

1. Main tree stem, branches, shrubs, and plant stalks are allowed. Natural wood only.
2. All logs and branches should be cut to a maximum length of 10 feet long.
3. **NO** stumps, tree roots, or stump grindings
4. **NO** trees over 36 inches in diameter.
5. Customers wanting to dispose of quantities of material more than 25 cubic yards or 36 inches in diameter will be charged \$10/cubic yard (measured by the truck or trailer capacity). Contact City Hall to make payment arrangements.

- **Attach copy of Insurance Certificate**
- **All vehicles entering the site must have signage to identify the company name.**
- **Annual permit fee is due April 1<sup>st</sup> of each year**

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approval signature

\_\_\_\_\_  
Date

Permit Fee: \$1,500

Paid: \_\_\_\_\_

Check No. \_\_\_\_\_

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

**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 9.3**

**MEETING DATE:** August 10, 2020

**SUBJECT:** Approval of Housing Demolition Program Policy

**REVIEWED BY:** Cathy Reynolds, City Administrator

**SUBJECT INITIATION BY:** Cathy Reynolds

<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
--------------------------	----------	--------------------------	-------	-------------------------------------	-------	--------------------------	---------	--------------------------	------------	--------------------------	-----------

**SUBJECT BACKGROUND:** Cathy Reynolds, City Administrator

**INTRODUCED BY:** Cathy Reynolds, City Administrator

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution	<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 City of Fairmont has prioritized the handling of blighted properties and the availability of affordable housing within the city. In furtherance of these priorities the city developed a housing demolition program and budgets money each year for the program. A Housing Demolition Program Policy has been developed to standardize the process and the handling of the properties acquired through this program.

**MOTION:** To approve the adoption of the Housing Demolition Program Policy

**VOTE REQUIRED:** Simple Majority

**ATTACHMENTS:**

1. Housing Demolition Program Policy

\*\*\*\*\*

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

## City of Fairmont

### Housing Demolition Program Policy

Adopted by City Council \_\_\_\_\_

The City of Fairmont has prioritized the handling of blighted properties and the availability of affordable housing within the city. In furtherance of these priorities the city developed a housing demolition program which is to be guided by this policy.

#### 1. Acquisition of Properties

The City acquires residential properties for the housing demolition program via the Martin County tax forfeiture roll. Additional properties may be received via donation from the property owner to the City. The City will conduct a preliminary inspection of the property prior to obtaining title.

#### 2. Demolition of Properties

- a. Once the City obtains title to the properties the City will inspect the properties to determine if a rehabilitation potential exists. Homes with rehabilitation potential will not be demolished.
- b. Homes with no rehabilitation potential will be surveyed, inspected for asbestos and demolished.
- c. All lots will be evaluated to determine if they are conforming to current zoning codes or if they qualify as a non-conforming lot.

#### 3. Non-Conforming Lots

- a. A minimum sale amount will be determined based on the cost of the demolition, survey and asbestos inspection with consideration of the market value of comparable residential lots.
- b. Lots that are considered non-conforming with current zoning ordinances will first be offered for sale to the adjacent property owners. If multiple offers to purchase are received from the adjacent neighbors, the property will be sold to the highest offer.
- c. If no offers to purchase the lot are received from the adjacent neighbors, the property will be placed on the list for public auction.

#### 4. Conforming Lots

- a. A minimum sale amount will be determined based on the cost of the demolition, survey and asbestos inspection with consideration of the market value of comparable residential lots.
- b. A public auction will be held to sell the lots. Lots will be sold to the highest bidder at the auction.
- c. Lots not sold during the public auction will be offered to the Fairmont HRA, Habitat for Humanity of Martin and Faribault Counties, or other non-profit organizations focused on providing affordable housing.
- d. Any lots remaining will be held for sale by the City and included in future public auctions. Offers to purchase lots will be accepted outside of the public auction for the minimum sale amount.

## **5. Rehabilitation Potential Homes**

- a. Homes determined to have rehabilitation potential based on a home inspection will be offered to the Fairmont HRA, Habitat for Humanity of Martin and Faribault Counties, or other non-profit organizations focused on providing affordable housing.
- b. Homes not accepted by a non-profit organization under paragraph 5.a. will have a minimum sale amount determined based on the market value of comparable residential homes taking into consideration the extent of repairs needed to rehabilitate the home and sold at public auction.