



AGENDA
CITY COUNCIL - BUSINESS MEETING
MAPLE PLAIN CITY HALL
August 25, 2025
7:00 PM

- 1. WELCOME**
- 2. CALL TO ORDER**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADOPT AGENDA**
- 5. VISITORS TO BE HEARD** (A completed public comment form should be presented to the City Administrator prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.)
 - A.** Rep. Kristin Robbins
- 6. CONSENT AGENDA**
 - A.** 07-28-25 City Council Workshop Meeting Minutes
 - B.** 07-28-25 City Council Business Meeting Minutes
 - C.** 07-31-25 City Council Special Workshop Meeting Minutes
 - D.** 08-11-25 City Council Workshop Meeting Minutes
 - E.** St. Bonifacius/Minnetrista Area Lions Club Gambling License
- 7. ACCOUNTS PAYABLE**
 - A.** City Bills
 - B.** ACH Bills
 - C.** 2024 Street Project Bills
- 8. STAFF REPORTS**
 - A.** Fire Department
 - B.** West Hennepin Public Safety
 - C.** City Engineer
 - D.** Public Works

This meeting will be recorded and then posted to the City website within 3 to 5 business days.
The City Council may meet as a group for dinner.

- E. City Planner
- F. Administration & Finance

9. OLD BUSINESS

10. NEW BUSINESS

- A. Hearing for the Dispute of Nuisance Violation - 1764 Howard Avenue
- B. Resolution 2025-0825-02- Authorizing the Abatement of 1764 Howard Avenue
- C. Resolution 2025-0825-01- Allow for Admin to Process Past Due Escrow to Collections
- D. Ordinance 334- Charging for Excessive Lift Assists
- E. Review Quotes from MEB
- F. Approve Painting Quote of Fire Department

11. COUNCIL REPORTS AND OTHER BUSINESS

12. ADJOURNMENT

This meeting will be recorded and then posted to the City website within 3 to 5 business days.
The City Council may meet as a group for dinner.



Executive Summary

City Council Business Meeting

AGENDA ITEM: Consent Agenda

PREPARED BY: Jacob Kolander, City Administrator

RECOMMENDED ACTION: Approve Consent Agenda

Consent Agenda Items:

- A. 07-28-25 City Council Workshop Meeting Minutes
- B. 07-28-25 City Council Business Meeting Minutes
- C. 07-31-25 City Council Special Workshop Meeting Minutes
- D. 08-11-25 City Council Workshop Meeting Minutes
- E. St. Bonifacius/Minnetrista Area Lions Club Gambling License



**MINUTES
CITY COUNCIL - WORKSHOP
MAPLE PLAIN CITY HALL
July 28, 2025
5:30 PM**

1. CALL TO ORDER

Mayor Julie Maas-Kusske called the meeting to order at 5:30 PM

PRESENT: Mayor Julie Maas-Kusske, Councilmember Mike DeLuca, Councilmember Connie Francis, Councilmember Andrew Burak, & Councilmember Rochelle Arvizo

STAFF PRESENT: City Administrator Jacob Kolander, Assistant City Administrator Kevin Larson, Fire Chief Rick Denneson, Director of Public Safety Matt DuRose, and City Planner Mark Kaltsas.

2. ADOPT AGENDA

Councilmember Francis made a motion to approve the meeting agenda. Seconded by Councilmember Burak.

Voting Yea: Mayor Julie Maas-Kusske, Councilmember Mike DeLuca, Councilmember Connie Francis, Councilmember Andrew Burak, & Councilmember Rochelle Arvizo

Motion Passed 5-0

3. DISCUSSION

A. Meadows of Maple Plain HOA discussion

City Administrator Kolander summarized the intent of the Meadows Homeowners Association Board for the City to consider assuming ownership and maintenance responsibilities for the private street, utilities, and outlot B within their subdivision. The key considerations include the right-of-way requirements, entrance island removal, the transfer of reserve funds, and future reconstruction costs.

Concerns over setting a precedent, finding a benefit for the rest of the residents of Maple Plain, and the cost of funding a capital improvement for road replacement if the City takes ownership of the private road.

B. Fire Merger Discussion

City Administrator Kolander summarized the current state of the Fire merger. Outlining the key developments with the transition team work, budget overview, the fire station lease, and the next steps for the Council.

The Council expressed concerns with the term limits, rephrasing the act of merging to consolidation, dissolving the fire relief, and the need for consistent talking points for the Council to utilize.

Council direction: continue to move forward with the consolidation.

4. COUNCIL REPORTS AND OTHER BUSINESS

5. FUTURE WORKSHOP TOPICS

- A. 2026 Budget 1st Draft
- B. Park Improvements - Oak Street Tot Lot & Discovery Center Play Ground
- C. Code of Conduct
- D. Parking Regulations
- E. City Hall Building
- F. No Mow May Discussion

6. ADJOURNMENT

Councilmember Francis made a motion to adjourn. Seconded by Councilmember Burak.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak & Councilmember Arvizo.

Motion Passed 5-0.

Council Adjourned at 6:38

I, the undersigned, Jacob Kolander, City Administrator in and for the City of Maple Plain, Minnesota, do hereby certify that the above and foregoing is a true and correct copy of the minutes.

Respectfully submitted by:





MINUTES
CITY COUNCIL - BUSINESS MEETING
MAPLE PLAIN CITY HALL
July 28, 2025
7:00 PM

1. WELCOME

PRESENT: Mayor Julie Maas-Kusske, Councilmember Mike DeLuca, Councilmember Connie Francis, Councilmember Andrew Burak & Councilmember Rochelle Arvizo

STAFF PRESENT: City Administrator Jacob Kolander, Assistant City Administrator Kevin Larson, ABDO Senior Finance Manager Julie McMackins, City Planner Mark Kaltsas, City Engineer Dave Martini, Public Works Director David Martini, Director of Public Safety Matt DuRose, and Fire Chief Rick Denneson.

2. CALL TO ORDER

Mayor Julie Maas-Kusske called the meeting to order at 7:00 PM

3. PLEDGE OF ALLEGIANCE

4. ADOPT AGENDA

Councilmember Francis made a motion to approve the meeting agenda. Seconded by Councilmember DeLuca.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak & Councilmember Arvizo.

Motion Passed 5-0

5. VISITORS TO BE HEARD (A completed public comment form should be presented to the City Administrator prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.)

No visitors spoke at the meeting.

6. CONSENT AGENDA

- A. 06-23-25 City Council Workshop Meeting Minutes
- B. 06-23-25 City Council Business Meeting Minutes
- C. 07-14-25 City Council Workshop Meeting Minutes

- D. Public Works Camera Purchase
- E. Revised Downtown Purchase Agreement Approval

Motion to approve Consent Agenda Items A-E made by Councilmember Francis, seconded by Councilmember DeLuca.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak & Councilmember Arvizo.

Motion Passed 5-0

7. ACCOUNTS PAYABLE

- A. City Bills
- B. ACH Bills
- C. Bond Payments
- D. 2024 Street Project

City Administrator Kolander summarized the accounts payable. Councilmember Burak moved to approve accounts payable, seconded by Councilmember Arvizo.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak & Councilmember Arvizo.

Motion Passed 5-0

8. STAFF REPORTS

- A. Fire Department

Fire Chief Denneson reviewed the incident reports in preparation for the quarterly report and highlighted the ongoing efforts toward the consolidation of the fire departments. Notable events during the quarter included an increased number of grass fires in April and May, as well as the department's annual awards banquet.

- B. West Hennepin Public Safety

Public Safety Director DuRose provided a summary of quarterly activity, noting an overall increase in incidents, largely attributed to a rise in non-criminal traffic stops. He also highlighted upcoming community events, including Night to Unite, McGarry's Charity Golf Tournament, and the Battle of the Badges. Additionally, Director DuRose noted that weather-related challenges have become a more significant concern in recent months.

- C. City Engineer

City Engineer Martini provided an update on engineering activity over the past quarter. Key items included miscellaneous engineering services, work on the DNR Water Supply Plan, progress on the Kwik Trip development and Baker Trail Villa project, and ongoing correspondence regarding the Comfort Haven development. He also reported on reimbursement received from the County for the 2024 Road Reconstruction Project, coordination related to drain tile concerns, completion of the Wellhead Protection Plan (WHPP), and continued punch list work.

- D. Public Works

Public Works Director Medina provided a summary of operations and maintenance activities for the quarter. Key updates included ongoing park maintenance punch list work, installation of a rain gauge, and confirmation that recent water shut-offs functioned as intended. The storm sewer on Three Oaks was successfully cleared, and 26 utility locates were completed in June alone.

Looking ahead, upcoming projects include addressing drainage issues on Poplar Street and managing natural grass overgrowth at Veterans Memorial Park, which is becoming a public safety concern. In addition, parts for the new crosswalk sign have arrived in the U.S., and installation will proceed once they are delivered to Maple Plain.

E. City Planner

Planner Kaltsas provided an update on planning activities, noting that the comprehensive sign plan for Kwik Trip is nearing finalization. He also reported on the issuance of zoning verification letters and stated that the cannabis cultivation application is scheduled for review by the Planning Commission in September.

F. Administration & Finance

City Administrator Kolander provided an update on the Inflow and Infiltration (I&I) project and noted that Midco's infrastructure work is ongoing throughout the city. Residents with questions or concerns related to Midco's work are encouraged to contact the company directly.

ABDO Senior Finance Manager McMackins presented the first-half financial report for the City of Maple Plain.

9. OLD BUSINESS

10. NEW BUSINESS

A. Hiring of Fire Fighters

City Administrator Kolander provided an update on firefighter recruitment, reporting that candidate Liska holds certifications in Emergency Medical Response (EMR), Firefighter I, and Firefighter II, while candidate Post does not currently possess any certifications. Based on these qualifications, Kolander recommended hiring Liska and not Post.

During the Council discussion, Councilmembers expressed concerns about the timing of the hire given the upcoming fire department merger, as well as the potential impact of limited experience on retirement eligibility. They emphasized the importance of weighing long-term implications over short-term staffing needs. The financial impact of training was also discussed, with estimated costs of approximately \$2,000. Additionally, Kolander clarified that his primary concern is potential liability related to workers' compensation, rather than increased workload for current staff. Councilmembers also considered whether choosing not to hire additional firefighters at this time could present a risk to the City.

Councilmember Francis motioned to hire both Anthony Post and Joshua Liska to the Maple Plain Fire Department, seconded by Councilmember Arvizo.

Voting Yea: Councilmember Francis, Councilmember Burak, & Councilmember Arvizo.

Voting Nay: Mayor Maas-Kusske & Councilmember DeLuca

Motion Passed 3-2

B. Resolution 2025-0728-01 Transferring Funds

City Administrator Kolander summarized the need to approve the resolution. The resolution is to close an equipment replacement fund not currently in use.

Councilmember Francis moved to approve Resolution 2025-0728-01 Approving Fund Transfers as written, which Councilmember Burak seconded.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak & Councilmember Arvizo.

Motion Passed 5-0

C. Resolution 2025-0728-02 Transferring Funds- Parks

City Administrator Kolander summarized the need to approve the resolution. The resolution is to move donated park improvement funds out of the General Fund and Capital Improvement Fund into the Park Improvement Fund. This updates and supplies accurate financial data.

Councilmember DeLuca moved to approve Resolution 2025-0728-02 Approving Fund Transfers as written, which Councilmember Francis seconded.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak & Councilmember Arvizo.

Motion Passed 5-0

11. COUNCIL REPORTS AND OTHER BUSINESS

Councilmembers and Mayor provided reports of monthly activities.

12. ADJOURNMENT

Councilmember Francis made a motion to adjourn. Seconded by Councilmember Burak.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak & Councilmember Arvizo.

Motion passed 5-0

Council Adjourned at 8:20

I, the undersigned, Jacob Kolander, City Administrator in and for the City of Maple Plain, Minnesota, do hereby certify that the above and foregoing is a true and correct copy of the minutes.

Respectfully submitted by:





MINUTES
CITY COUNCIL - SPECIAL BUDGET WORKSHOP
MAPLE PLAIN CITY HALL
July 31, 2025
5:30 PM

1. CALL TO ORDER

Mayor Julie Maas-Kusske called the meeting to order at 5:30 PM

PRESENT: Mayor Julie Maas-Kusske, Councilmember Mike DeLuca, Councilmember Connie Francis, Councilmember Andrew Burak, & Councilmember Rochelle Arvizo

STAFF PRESENT: City Administrator Jacob Kolander, Assistant City Administrator Kevin Larson, ABDO Senior Finance Manager Julie McMackins, and Director of Public Safety Matt DuRose

2. ADOPT AGENDA

Councilmember Francis made a motion to approve the meeting agenda. Seconded by Councilmember Burak.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak, & Councilmember Arvizo

Motion Passed 5-0

3. DISCUSSION

A. 2026 Budget 1st Draft

ABDO Senior Finance Manager McMackins provided a summary and a 2026 budget outlook, noting a \$300 decrease in Local Government Aid (LGA) revenue and a proposed levy increase of 10.86%. The proposed city tax rate is 53.96%, representing a 4.73% increase.

Council discussion focused on the following: the paid leave policy included options for the City to cover either 50% or 100% of eligible employee costs. Regarding the Capital Improvement Plan (CIP), the Council expressed a preference for presenting totals as a lump sum rather than breaking them out by individual line items, with a five-year plan outlined. Concern about the continued upward trend in levy and tax rates, emphasizing the importance of covering inflation while becoming more efficient. The rate increase reflects the rising costs of contracted service providers. Staff will prepare RFPs for

combined lawn care and snow removal services. Budget adjustments include removing the \$42,000 line item for Fire Administration in future budgets.

Council direction: make the adjustments discussed and plan for an RFP for lawn care and snow removal services.

4. COUNCIL REPORTS AND OTHER BUSINESS

5. FUTURE WORKSHOP TOPICS

- A. Park Improvements - Oak Street Tot Lot & Discovery Center Play Ground
- B. 2026 Budget- 2nd Draft
- C. Code of Conduct
- D. Parking Regulations
- E. City Hall Building
- F. No Mow May Discussion

Change 'No Mow May' to 'Green Step Cities'

6. ADJOURNMENT

Councilmember Francis made a motion to adjourn. Seconded by Councilmember Burak.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak & Councilmember Arvizo.

Motion Passed 5-0.

Council Adjourned at 6:32

I, the undersigned, Jacob Kolander, City Administrator in and for the City of Maple Plain, Minnesota, do hereby certify that the above and foregoing is a true and correct copy of the minutes.

Respectfully submitted by:





**MINUTES
CITY COUNCIL - WORKSHOP
MAPLE PLAIN CITY HALL
August 11, 2025
5:30 PM**

1. CALL TO ORDER

Mayor Julie Maas-Kusske called the meeting to order at 5:30 PM

PRESENT: Mayor Julie Maas-Kusske, Councilmember Mike DeLuca, Councilmember Connie Francis, Councilmember Andrew Burak, & Councilmember Rochelle Arvizo

STAFF PRESENT: City Administrator Jacob Kolander, Assistant City Administrator Kevin Larson, and Director of Public Safety Matt DuRose

2. ADOPT AGENDA

Councilmember Francis made a motion to approve the meeting agenda. Seconded by Councilmember Burak.

Voting Yea: Mayor Julie Maas-Kusske, Councilmember Mike DeLuca, Councilmember Connie Francis, Councilmember Andrew Burak, & Councilmember Rochelle Arvizo

Motion Passed 5-0

3. DISCUSSION

A. Fire Consolidation Discussion

City Administrator Kolander summarized the current state of the Fire consolidation. Outlining the key developments with the transition team work, budget overview, the fire station lease, and the next steps for the Council.

The Council discussed concerns with disbanding the fire relief. There will be a fire relief meeting on 8/27/25 to discuss next steps. To account for the Council's official direction, this meeting will occur after the joint City Council meeting on 8/21/25 and the MP Business meeting on 8/25/25.

The Council also discussed the 5-year budget outlook. Confirming the yearly increase will not exceed 5% year over year.

Council direction: continue to move forward with the consolidation.

B. Park Improvements - Veteran's Park, Tot Lot & Discovery Center Play Ground

Assistant City Administrator Larson summarized the summary of Scope and Perspective of the Citizens Advisory Panel (CAP) on Public Spaces History. The CAP visited the parks to look for potential improvements and organized the ideas to bring to the Council for discussion. The topics covered are Veterans Park (Don Timpe scoreboard, MP Historical Museum, and walkway bollards), Tot Lot & Discovery Center Playground.

Council discussed several ongoing and potential projects, including the Don Timpe scoreboard, the Maple Plain Historical Museum, walkway bollards, and possible landscaping enhancements. It was noted that there is no interest in using public funds for the scoreboard, and that the Diamond Devils, OBA, or another private entity should cover the remaining cost. Regarding the Historical Museum, the building cannot be moved, and the future use of the current location is uncertain. The council agreed that we will not use tax dollars to construct or relocate a museum, with a possible future location being the new City Hall. The installation of walkway bollards was agreed upon, with the suggestion that we do something decorative, with the understanding that if driving on the grass continues, the issue will be referred to WHPS. Council also discussed the possibility of converting the drainage ditch on the west side of Veterans park into a rain garden and identified a potential location for a pollinator garden near Budd Avenue and the new pavilion. City Administrator will contact the watershed district to determine if the proposed site can be used for this purpose. Council discussed minor park adjustments, including relocating the trash can at the Tot Lot from the woodchip area to the adjacent grass area. Additionally, Council emphasized the importance of communicating that the Discovery Center playground is available for use outside of business hours and considered placing a sign at Veterans Memorial Park to inform residents of the 5-and-under playground located at the Discovery Center.

Council Direction: Have staff reach out to the MP Historical Museum regarding the downtown development plans. Move forward with the walkway bollards as an option to reduce vehicles from driving on the sidewalk. Relocate the Tot Lot trash bin. Continue to communicate that the Discovery Center playground is available for use outside of business hours, and consider placing a sign at Veterans Memorial Park to inform residents.

Next steps: Compile the notes from the workshops and provide an overview back to the council for approval. After the official approval, bring the direction to ABDO Financial to add the priorities to the CIP project they are working on.

4. COUNCIL REPORTS AND OTHER BUSINESS

5. FUTURE WORKSHOP TOPICS

- A. 2026 Budget Review-2nd Draft
- B. Code of Conduct
- C. Parking Regulations
- D. City Hall Building
- E. Green Step Cities
- F. Water Study

6. ADJOURNMENT

Councilmember Francis made a motion to adjourn. Seconded by Councilmember Burak.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak & Councilmember Arvizo.

Motion Passed 5-0.

Council Adjourned at 6:39

I, the undersigned, Jacob Kolander, City Administrator in and for the City of Maple Plain, Minnesota, do hereby certify that the above and foregoing is a true and correct copy of the minutes.

Respectfully submitted by:



DRAFT



Executive Summary

City Council Business Meeting

CONSENT AGENDA ITEM:	St. Bonifacius/Minnetrista Area Lions Club Gambling License
PREPARED BY:	Jacob Kolander, City Administrator
RECOMMENDED ACTION: Staff recommends that the City Council approve the gambling premises permit for the St. Bonifacius–Minnetrista Area Lions Club.	

Consent Agenda Item Summary:

The St. Bonifacius–Minnetrista Area Lions Club has applied to the Minnesota Gambling Control Board for a lawful gambling premises permit to conduct charitable gambling activities at Monies, located at 4820 Highway 12, Maple Plain, MN. The application includes all required documentation, including the LG214 Premises Permit Application and LG215 Lease for Lawful Gambling Activity.

Key Details:

- **Organization:** St. Bonifacius–Minnetrista Area Lions Club
- **Premises:** Monies
- **Location:** 4820 Highway 12, Maple Plain, Hennepin County
- **Gambling Manager:** Terrill Anderson
- **CEO:** Carolyn Brooks
- **Leaseholder:** TJA Pub LLC dba Monies, represented by Timothy Jason Admonias
- **Lease Terms:** Monthly rent not to exceed 10% of gross profits from booth operations; lease terminable with 30-day written notice
- **Activities Proposed:** Paper pull-tabs, electronic pull-tabs, bar bingo, tip boards, paddlewheel, and other lawful gambling activities (excluding raffles)

The Lions Club affirms compliance with all applicable Minnesota statutes and Gambling Control Board rules. The lease agreement includes provisions to prevent illegal gambling and protect the organization from undue influence or liability.

Currently, the Westonka Jaycees hold the gambling license at this location. This application reflects a transition, as the Jaycees are merging into the newly formed St. Bonifacius–Minnetrista Area Lions Club entity.

Recommendation:

Staff recommends that the City Council approve the gambling premises permit for the St. Bonifacius–Minnetrista Area Lions Club.

MINNESOTA LAWFUL GAMBLING

LG214 Premises Permit Application**Annual Fee \$150 (NON-REFUNDABLE)****REQUIRED ATTACHMENTS TO LG214**

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "State of Minnesota."

Mail the application and required attachments to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.**ORGANIZATION INFORMATION**

Organization Name: St. Bonifacius/Minnetrista Area Lions Club License Number: N/A - Pending

Chief Executive Officer (CEO) Carolyn Brooks Daytime Phone: [REDACTED]

Gambling Manager: Terrill ANDERSON Daytime Phone: [REDACTED]

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: Monies

List any previous names for this location:

Loree's Keg'n CORIK

Street address where premises is located: 4820 Highway 12, [REDACTED]
(Do not use a P.O. box number or mailing address.)

City: Maple Plain **OR** Township: _____ County: Hennepin Zip Code: 55359

Does your organization own the building where the gambling will be conducted?

☐

Yes

☒

No

If no, attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site?

☒

Yes

☐

No

☐

Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site?

☐

Yes

☒

No

☐

Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: Pending Bank Account Number: _____

Bank Street Address: _____ City: _____ State: **MN** Zip Code: _____

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number): _____ City: _____ State: _____ Zip Code: _____

[REDACTED]

MN**MN**

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: _____ Date Approved by City Council: _____ Resolution Number: _____ (If none, attach meeting minutes.) Signature of City Personnel: _____ Title: _____ Date Signed: _____	County Name: _____ Date Approved by County Board: _____ Resolution Number: _____ (If none, attach meeting minutes.) Signature of County Personnel: _____ Title: _____ Date Signed: _____ TOWNSHIP NAME: _____ Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> Local unit of government must sign. </div>	

ACKNOWLEDGMENT AND OATH

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is non-refundable regardless of license approval/denial. |
|--|---|

 _____ Signature of Chief Executive Officer (designee may not sign)	7/24/25 _____ Date
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Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public

information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;

Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

LG215 Lease for Lawful Gambling Activity**LEASE INFORMATION**

Organization: <u>St. Bonifacius/Minnetrista Area Lions Club</u>	License/Site Number: <u>Pending</u>	Daytime Phone: <u>612-423-4006</u>
Address:	City:	State: Zip:
Name of Leased Premises: <u>Monies</u>	Street Address: <u>4820 Highway 12</u>	
City: <u>Maple Plain</u>	State: Zip: <u>MN 55359</u>	Daytime Phone: <u>763-479-2717</u>
Name of Legal Owner: <u>Timothy [REDACTED] Admonius</u>	Business/Street Address: <u>Same</u>	
City: <u>TJA Pub LLC dba-monies</u>	State: Zip:	Daytime Phone:
Name of Lessor (if same as legal owner, write "SAME"): <u>SAME</u>	Address:	
City:	State: Zip:	Daytime Phone:

Check applicable item:

- ☒ **New or amended lease.** Effective date: _____. Submit changes at least ten days **before** the effective date of the change.
- ☐ **New owner.** Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

- | | |
|---|---|
| <input checked="" type="checkbox"/> Pull-Tabs (paper) | <input checked="" type="checkbox"/> Electronic Pull-Tabs |
| <input type="checkbox"/> Pull-Tabs (paper) with dispensing device | <input checked="" type="checkbox"/> Electronic Linked Bingo |
| <input type="checkbox"/> Bar Bingo <input type="checkbox"/> Bingo | Electronic games may only be conducted: |
| <input checked="" type="checkbox"/> Tipboards | 1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or |
| <input checked="" type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table | 2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100. |

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: ____%, not to exceed **10%** of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750.**
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: ____%, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - ⇒ **Rent may not be paid for bar bingo.**
 - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 30 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:

Date:

Signature of Organization Official (Lessee):

Date:

Print Name and Title of Lessor:

Print Name and Title of Lessee:

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:

Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113

Fax: 651-639-4032



Executive Summary

City Council Business Meeting

AGENDA ITEM: Accounts Payable
PREPARED BY: Jacob Kolander, City Administrator
RECOMMENDED ACTION: Approval of the following <ul style="list-style-type: none">A. City Bills: \$245,837.99B. City ACH's: \$12,384.49C. Street Project: \$9,794.50 Grand Total: \$268,016.98

City Checks

	10100 BoMP/MidCountry/4M
101 GENERAL FUND	\$85,172.78
358 2024A GO Bonds	\$400.00
601 WATER FUND	\$39,099.61
602 SEWER FUND	\$84,446.49
603 STORM WATER FUND	\$2,350.33
701 PLAN REVIEW ESCROWS	\$21,543.00
801 FIRE PARTNERSHIP FUND	\$12,825.78
	<hr/>
	\$245,837.99

City ACH Payments

	10100 BoMP/MidCountry/4M
101 GENERAL FUND	\$7,244.44
601 WATER FUND	\$3,835.48
602 SEWER FUND	\$471.18
801 FIRE PARTNERSHIP FUND	\$833.36
	<hr/>
	\$12,384.46

Street Project

	10100 BoMP/MidCountry/4M
458 2024 STREET RECONSTRUCTION	\$9,794.50
	<hr/>
	\$9,794.50

CITY OF MAPLE PLAIN

Payments

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Current Period: August 2025

Payments Batch 082525 ACCTS PAYBL		\$245,837.99	
Refer	0 <i>ABDO LLP</i>	-	
Cash Payment	E 101-41500-301 Auditing & Accounting S	Financial Management Services July 2025	\$4,125.00
Invoice	509633	7/31/2025	
Cash Payment	E 601-49400-301 Auditing & Accounting S	Financial Management Services July 2025	\$750.00
Invoice	509633	7/31/2025	
Cash Payment	E 602-49450-301 Auditing & Accounting S	Financial Management Services July 2025	\$750.00
Invoice	509633	7/31/2025	
Cash Payment	E 603-49455-301 Auditing & Accounting S	Financial Management Services July 2025	\$375.00
Invoice	509633	7/31/2025	
Cash Payment	E 801-42210-301 Auditing & Accounting S	Financial Management Services July 2025	\$1,500.00
Invoice	509633	7/31/2025	
Transaction Date	7/31/2025	BoMP/MidCountry/4 10100	Total \$7,500.00
Refer	0 <i>ADAMS PEST CONTROL</i>	-	
Cash Payment	E 101-45200-311 Contract Service	Account 10059111 - Prevention Plus - July 2025	\$133.44
Invoice	4201119	7/16/2025	
Transaction Date	7/16/2025	BoMP/MidCountry/4 10100	Total \$133.44
Refer	0 <i>AMAZON.COM</i>	-	
Cash Payment	E 101-41500-201 Operating Supplies	Travel Wifi Router	\$33.30
Invoice	1J9XDLWD39F3	7/24/2025	
Cash Payment	E 101-41500-201 Operating Supplies	Credit for Travel WiFi Router	-\$33.30
Invoice	1J9XDLWD39F3	7/24/2025	
Cash Payment	E 602-49450-201 Operating Supplies	Copy Paper	\$112.96
Invoice	1TY6YHCYQVQL	8/19/2025	
Cash Payment	E 101-41500-560 Office Equipment & Fur	Brio Water Cooler	\$149.99
Invoice	1VG9MKDRD9GN	7/21/2025	
Cash Payment	E 101-41500-201 Operating Supplies	Copy Paper	\$33.99
Invoice	1P6JGPQCTPGJ	7/22/2025	
Cash Payment	E 601-49400-201 Operating Supplies	Copy Paper	\$33.99
Invoice	1P6JGPQCTPGJ	7/22/2025	
Cash Payment	E 602-49450-201 Operating Supplies	Copy Paper	\$33.99
Invoice	1P6JGPQCTPGJ	7/22/2025	
Cash Payment	E 101-41110-201 Operating Supplies	Monitor Screen Mounts	\$66.48
Invoice	14J9FXWPQCJ6	8/13/2025	
Transaction Date	7/24/2025	BoMP/MidCountry/4 10100	Total \$431.40
Refer	0 <i>AT&T MOBILITY</i>	-	
Cash Payment	E 801-42250-323 Radio Units/Technology	Tablets Jun 12-Jul 11	\$305.84
Invoice	23683X07192025	7/11/2025	
Cash Payment	E 801-42250-323 Radio Units/Technology	Tablets Jul 12-Aug 11	\$305.84
Invoice	23683X08192025	8/11/2025	
Cash Payment	E 801-42250-323 Radio Units/Technology	Tablets May 12-Jun 11	\$305.84
Invoice	23683X06192025	6/11/2025	
Cash Payment	E 801-42250-323 Radio Units/Technology	Tablets Apr 12-May 11	\$305.84
Invoice	23683X05192025	5/11/2025	
Transaction Date	7/11/2025	BoMP/MidCountry/4 10100	Total \$1,223.36
Refer	0 <i>BELAYHOST</i>	-	

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Cash Payment	E 101-41500-309	EDP, Software and Desi	Microsoft 365 Business Standard		\$264.00
Invoice	46002	8/1/2025			
Cash Payment	E 101-41110-309	EDP, Software and Desi	Microsoft 365 Business Standard		\$54.00
Invoice	46002	8/1/2025			
Cash Payment	E 801-42210-309	EDP, Software and Desi	Microsoft 365 Exchange Online		\$90.00
Invoice	46002	8/1/2025			
Cash Payment	E 101-41500-309	EDP, Software and Desi	Microsoft 365 Project Plan 3		\$108.00
Invoice	46002	8/1/2025			
Transaction Date	8/1/2025	BoMP/MidCountry/4	10100	Total	\$516.00
Refer	0	BLUE PEAK CONSULTING COMPA	-		
Cash Payment	E 801-42210-444	Wellness	Par 360 subscription fee 1/1/25-12/31/25 (payment 2 of 2)		\$4,830.00
Invoice		7/1/2025			
Transaction Date	7/1/2025	BoMP/MidCountry/4	10100	Total	\$4,830.00
Refer	0	BOLTON & MENK, INC.	-		
Cash Payment	E 603-49455-303	Engineering Services	Maple Plain/2025 Miscellaneous Drainage		\$1,315.00
Invoice	0369302	7/31/2025			
Cash Payment	G 701-22021	ESCROW: NORTHSORE	Bolton & Menk Engineering Services - Invoice 369303 July 202		\$725.50
Invoice	0369303	7/31/2025	Project 22021		
Cash Payment	E 101-43000-303	Engineering Services	Bolton & Menk Engineering Services		\$82.50
Invoice	0369303	7/31/2025			
Cash Payment	G 701-22020	ESCROW: KWIK TRIP	Bolton & Menk Engineering Services - Invoice 369300 July 202		\$1,165.00
Invoice	0369300	7/31/2025	Project 22020		
Cash Payment	G 701-22009	ESCROW- 1701 BAKER PA	Bolton & Menk Engineering Services - Invoice 369300 July 202		\$1,052.50
Invoice	0369300	7/31/2025	Project 22009		
Cash Payment	G 701-22021	ESCROW: NORTHSORE	Bolton & Menk Engineering Services - Invoice 369300 July 202		\$415.00
Invoice	0369300	7/31/2025	Project 22021		
Cash Payment	G 701-22019	ESCROW: 1520 WYMAN A	Bolton & Menk Engineering Services - Invoice 369300 July 202		\$397.50
Invoice	0369300	7/31/2025	Project 22019		
Cash Payment	G 701-22023	ESCROW: TMOBILE/CIRCE	Maple Plain/T-Mobile - Site Decommission		\$922.50
Invoice	0369305	7/31/2025	Project 22023		
Cash Payment	E 101-43000-303	Engineering Services	General Engineering (0000001)		\$1,567.50
Invoice	0369457	7/31/2025			
Cash Payment	E 101-43000-303	Engineering Services	Reduced Rate Engineering (0000002)		\$787.50
Invoice	0369457	7/31/2025			
Transaction Date	7/31/2025	BoMP/MidCountry/4	10100	Total	\$8,430.50
Refer	0	BOUNDTREE MEDICAL, LLC	-		
Cash Payment	E 801-42270-218	Medical Supplies	Curaplex Blood Pressure Cuff, Adult		\$35.97
Invoice	85862781	7/30/2025			
Cash Payment	E 801-42270-218	Medical Supplies	Curaplex Blood Pressure Cuff, Child		\$35.97
Invoice	85862781	7/30/2025			
Cash Payment	E 801-42270-218	Medical Supplies	Glucose tabs Oral Glucose Gel Pack, 15g, Lemon Flavor		\$16.29
Invoice	85862781	7/30/2025			

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Current Period: August 2025

Cash Payment	E 801-42270-218	Medical Supplies	Aspirin Chewable Tablets, 81mg, Orange Flavor, 36/BT		\$5.34
Invoice	85862781	7/30/2025			
Cash Payment	E 801-42270-218	Medical Supplies	Curaplex Patient Transporter, 1800lb Capacity, 14 Handles		\$63.58
Invoice	85862781	7/30/2025			
Cash Payment	E 801-42270-218	Medical Supplies	i-ge O2 Resus Pack, Size 3, Small Adult		\$37.29
Invoice	85862781	7/30/2025			
Cash Payment	E 801-42270-218	Medical Supplies	Shipping		\$12.00
Invoice	85862781	7/30/2025			
Transaction Date	7/30/2025		BoMP/MidCountry/4 10100	Total	\$206.44
Refer	0	BURAK, ANDREW	-		
Cash Payment	E 101-41110-331	Training & Travel	July 2025 Mileage		\$5.60
Invoice		7/8/2025			
Transaction Date	7/8/2025		BoMP/MidCountry/4 10100	Total	\$5.60
Refer	0	CARSON, CLELLAND & SCHREDE	-		
Cash Payment	E 101-42110-304	Legal Services	Criminal Prosecution - Services - July 2025		\$550.00
Invoice	8067	7/30/2025			
Cash Payment	E 101-42110-304	Legal Services	Criminal Paralegal - Services - July 2025		\$256.00
Invoice	8067	7/30/2025			
Cash Payment	E 101-42110-304	Legal Services	Preparation of criminal complaints - July 2025		\$120.00
Invoice	8067	7/30/2025			
Cash Payment	E 101-42110-304	Legal Services	Monthly Support Fee for July		\$7.60
Invoice	8067	7/30/2025			
Transaction Date	7/30/2025		BoMP/MidCountry/4 10100	Total	\$933.60
Refer	0	CHEVROLET OF DELANO	-		
Cash Payment	E 801-42260-406	Apparatus & Equipment	Tahoe Blower Motor Repair		\$506.53
Invoice	660925	7/8/2025		Project SQUAD	
Transaction Date	7/8/2025		BoMP/MidCountry/4 10100	Total	\$506.53
Refer	0	CITY OF INDEPENDENCE	-		
Cash Payment	G 101-21707	Dental Insurance	September 2025 Dental		\$102.08
Invoice		8/15/2025			
Transaction Date	8/15/2025		BoMP/MidCountry/4 10100	Total	\$102.08
Refer	0	CONNIE FRANCIS	-		
Cash Payment	E 101-41110-331	Training & Travel	July 2025 Mileage Reimbursement		\$6.30
Invoice		7/9/2025			
Cash Payment	E 101-41500-201	Operating Supplies	Copy CD over to Flash Drive		\$1.00
Invoice		7/9/2025			
Transaction Date	7/9/2025		BoMP/MidCountry/4 10100	Total	\$7.30
Refer	0	CUESTA, MARIA	-		
Cash Payment	G 101-22001	Damage Deposits - Facility	Deposit Refund - 7/26/25 VMP		\$100.00
Invoice		2/2/2025			
Transaction Date	2/2/2025		BoMP/MidCountry/4 10100	Total	\$100.00
Refer	0	DIRLAM, CARLY	-		
Cash Payment	G 101-22001	Damage Deposits - Facility	Deposit Refund 8/2/25 VMP		\$100.00
Invoice		7/24/2025			
Transaction Date	7/24/2025		BoMP/MidCountry/4 10100	Total	\$100.00

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Refer	0 FRONTIER	-			
Cash Payment	E 601-49400-321 Telephone & Internet	SCADA #763-479-3047-111308-2 08/10/25-09/09/25			\$79.39
Invoice	8/10/2025				
Cash Payment	E 601-49400-321 Telephone & Internet	Late Payment Fee			\$12.50
Invoice	8/10/2025				
Cash Payment	E 601-49400-321 Telephone & Internet	SCADA #763-479-3047-111308-2 07/10/25-08/09/25			\$79.39
Invoice	7/10/2025				
Transaction Date	8/10/2025	BoMP/MidCountry/4 10100	Total		\$171.28
Refer	0 GERTENS	-			
Cash Payment	E 101-45200-210 Operating Supplies (GE	HOSE CLAMP 3/8 7/8 SS			\$5.98
Invoice	1041415 8/4/2025				
Cash Payment	E 101-43000-221 Equipment Parts	STIHL MOW HEAD AUTOCUT C 26-2 P			\$39.99
Invoice	1033715 7/25/2025				
Transaction Date	8/4/2025	BoMP/MidCountry/4 10100	Total		\$45.97
Refer	0 GOPHER STATE ONE-CALL, INC.	-			
Cash Payment	E 601-49400-309 EDP, Software and Desi	July 2025 811- 22@\$1.35			\$29.70
Invoice	5070577 7/31/2025				
Cash Payment	E 602-49450-309 EDP, Software and Desi	July2025 811 21@\$1.35			\$28.35
Invoice	5070577 7/31/2025				
Transaction Date	7/31/2025	BoMP/MidCountry/4 10100	Total		\$58.05
Refer	0 GROVE SECURITY	-			
Cash Payment	E 601-49400-500 Capital Outlay (GENER	Verkada AC42 4 Door Controller & Installation			\$6,874.20
Invoice	001545 8/4/2025				
Transaction Date	8/4/2025	BoMP/MidCountry/4 10100	Total		\$6,874.20
Refer	0 HENN COUNTY ACCTS RECEIVAB	-			
Cash Payment	E 801-42250-323 Radio Units/Technology	Radio/Lease/Fleet Fees July 2025			\$2,032.48
Invoice	1000250406 8/1/2025				
Cash Payment	E 101-43000-419 General Rentals	July Radio MESB Fee			\$116.74
Invoice	1000250436 8/1/2025				
Cash Payment	E 101-42110-317 Board & Booking Fees	June 2025 Jail Per Diem			\$8.68
Invoice	1000250192 7/16/2025				
Transaction Date	8/1/2025	BoMP/MidCountry/4 10100	Total		\$2,157.90
Refer	0 HOFF BARRY ATTORNEYS	-			
Cash Payment	E 101-41610-304 Legal Services	General Admin Legal			\$2,920.50
Invoice	8/1/2025				
Cash Payment	G 701-22021 ESCROW: NORTHSHORE	Hoff & Barry Legal Services July 2025			\$310.00
Invoice	8/1/2025	Project 22021			
Cash Payment	G 701-22009 ESCROW- 1701 BAKER PA	Hoff & Barry Legal Services July 2025			\$1,066.00
Invoice	8/1/2025	Project 22009			
Cash Payment	E 801-42210-304 Legal Services	Fire Department Legal Svcs-Merger			\$1,277.50
Invoice	8/1/2025				
Cash Payment	G 701-22020 ESCROW: KWIK TRIP	Hoff & Barry Legal Services July 2025			\$175.00
Invoice	8/1/2025	Project 22020			
Transaction Date	8/1/2025	BoMP/MidCountry/4 10100	Total		\$5,749.00
Refer	0 JASON J.K. KOERTING ENTERPRI	-			

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Cash Payment	E 101-45200-311	Contract Service	VETRANS PARK PLUS PLUS 2 BALL FIELDS	\$1,755.96
Invoice 1724	7/7/2023			
Cash Payment	E 101-45200-311	Contract Service	2 BALL FIELDS SECOND MOW OF THE WEEK	\$255.00
Invoice 1724	7/7/2023			
Cash Payment	E 101-45200-311	Contract Service	RAINBOW PARK	\$1,612.80
Invoice 1724	7/7/2023			
Cash Payment	E 101-45200-311	Contract Service	BRYANTWOOD PARK	\$283.04
Invoice 1724	7/7/2023			
Cash Payment	E 101-45200-311	Contract Service	PIONEER PARK	\$448.00
Invoice 1724	7/7/2023			
Cash Payment	E 101-45200-311	Contract Service	MEADOWS PARK	\$135.00
Invoice 1724	7/7/2023			
Cash Payment	E 101-43000-311	Contract Service	City Sign North East Side on Co North East Side on Co 19	\$140.00
Invoice 1724	7/7/2023			
Cash Payment	E 101-43000-311	Contract Service	City Sign Southeast on Hwy 12	\$140.00
Invoice 1724	7/7/2023			
Cash Payment	E 101-43000-311	Contract Service	City Sign Westside Westside on Hwy Hwy 12	\$140.00
Invoice 1724	7/7/2023			
Cash Payment	E 101-43000-311	Contract Service	Large Public area in the middle of town	\$240.00
Invoice 1724	7/7/2023			
Transaction Date	7/7/2023	BoMP/MidCountry/4	10100	Total \$5,149.80
Refer	0 JLR GARAGE DOOR SERVICE INC	-		
Cash Payment	E 101-42290-401	Building Repair & Mainte	Garage Door Services	\$498.60
Invoice 7413	7/28/2025			
Transaction Date	7/28/2025	BoMP/MidCountry/4	10100	Total \$498.60
Refer	0 Kurilla Contracting	-		
Cash Payment	E 601-49400-400	Equipment Repair & Mai	Replacement of 6 gate valve to ex. hyd (Supplied by city) an	\$1,123.00
Invoice	9/27/2024			
Transaction Date	9/27/2024	BoMP/MidCountry/4	10100	Total \$1,123.00
Refer	0 LANO EQUIPMENT	-		
Cash Payment	E 101-43000-419	General Rentals	RENTAL: Mower-Brush Cutter-6600 SF-16-25 Gpm-Fits SSL/CTL	\$250.00
Invoice 03-1176391	8/14/2025			
Transaction Date	8/14/2025	BoMP/MidCountry/4	10100	Total \$250.00
Refer	0 LARSON, KEVIN	-		
Cash Payment	E 101-41500-331	Training & Travel	Mileage - August 2025	\$7.00
Invoice	8/5/2025			
Transaction Date	8/5/2025	BoMP/MidCountry/4	10100	Total \$7.00
Refer	0 MAAS-KUSSKE, JULIE	-		
Cash Payment	E 101-41110-331	Training & Travel	Meal 7/22/25	\$19.53
Invoice	7/8/2025			
Cash Payment	E 101-41110-331	Training & Travel	July 2025 Mileage	\$76.30
Invoice	7/8/2025			
Transaction Date	7/8/2025	BoMP/MidCountry/4	10100	Total \$95.83
Refer	0 MEDIACOM	-		

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Cash Payment	E 801-42280-321	Telephone & Internet	phone service 08/16/25 through 09/15/25		\$11.05
Invoice		8/16/2025			
Transaction Date	8/16/2025	BoMP/MidCountry/4	10100	Total	\$11.05
Refer	0	MENARDS	-		
Cash Payment	E 101-43000-215	Shop Materials	EXTREME COMFORT MAT		\$9.99
Invoice 53778		8/11/2025			
Cash Payment	E 101-43100-221	Equipment Parts	10A CHARGER W/50A ES		\$79.99
Invoice 53778		8/11/2025			
Cash Payment	E 101-45200-211	Cleaning/Custodial Supp	380Z DAWN ULTRA ORIGINAL		\$23.36
Invoice 53778		8/11/2025			
Cash Payment	E 101-43000-215	Shop Materials	3M SF WH FB RAT SYS		\$22.99
Invoice 53778		8/11/2025			
Cash Payment	E 101-45200-201	Operating Supplies	MENARD REBATE		-\$27.05
Invoice 53778		8/11/2025			
Cash Payment	E 101-43000-401	Building Repair & Mainte	Door Pull Handle		\$8.99
Invoice 51898		7/18/2025			
Cash Payment	E 603-49455-437	Miscellaneous	Shoe Covers		\$9.33
Invoice 51898		7/18/2025			
Cash Payment	E 101-45200-402	Structure Repair & Maint	Door Closer for Concession Building		\$54.98
Invoice 51898		7/18/2025			
Transaction Date	8/11/2025	BoMP/MidCountry/4	10100	Total	\$182.58
Refer	0	METROPOLITAN COUNCIL	-		
Cash Payment	E 602-49450-437	Miscellaneous	SAC Fee for Met Council-Kwik Trip		\$59,043.60
Invoice		8/17/2025			
Transaction Date	8/17/2025	BoMP/MidCountry/4	10100	Total	\$59,043.60
Refer	0	OPG-3	-		
Cash Payment	E 101-41500-311	Contract Service	Scanning America Data Import		\$1,025.00
Invoice 8921		6/9/2025			
Cash Payment	E 101-41500-433	Dues & Subscriptions	Laserfiche Renewal 9.21.25 to 9.20.26		\$651.00
Invoice 9041		8/1/2025			
Cash Payment	E 801-42210-433	Dues & Subscriptions	Laserfiche Renewal 9.21.25 to 9.20.26		\$651.00
Invoice 9041		8/1/2025			
Cash Payment	E 603-49455-433	Dues & Subscriptions	Laserfiche Renewal 9.21.25 to 9.20.26		\$651.00
Invoice 9041		8/1/2025			
Cash Payment	E 602-49450-433	Dues & Subscriptions	Laserfiche Renewal 9.21.25 to 9.20.26		\$651.00
Invoice 9041		8/1/2025			
Cash Payment	E 601-49400-433	Dues & Subscriptions	Laserfiche Renewal 9.21.25 to 9.20.26		\$651.00
Invoice 9041		8/1/2025			
Transaction Date	6/9/2025	BoMP/MidCountry/4	10100	Total	\$4,280.00
Refer	0	ORONO IND SCHOOL DISTRICT 27	-		
Cash Payment	E 101-41940-387	Office Lease	August 2025 Rent - Discovery Center		\$3,333.33
Invoice AUG-25		8/1/2025			
Transaction Date	8/1/2025	BoMP/MidCountry/4	10100	Total	\$3,333.33
Refer	0	Overline & Son, Inc	-		
Cash Payment	E 602-49450-311	Contract Service	Lift station wet well cleaning		\$2,063.50
Invoice 1421		7/21/2025			
Transaction Date	7/21/2025	BoMP/MidCountry/4	10100	Total	\$2,063.50

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Refer	0	PEOPLESERVICE, INC.	-			
Cash Payment	E 101-45200-311	Contract Service	(PARKS 30%) September			\$4,504.50
Invoice	PSINV108196	8/15/2025				
Cash Payment	E 101-43000-311	Contract Service	(PUBLIC WORKS 18%) September			\$2,702.70
Invoice	PSINV108196	8/15/2025				
Cash Payment	E 601-49400-311	Contract Service	(WATER 38%) September			\$5,705.70
Invoice	PSINV108196	8/15/2025				
Cash Payment	E 602-49450-311	Contract Service	(SEWER 6%) September			\$900.90
Invoice	PSINV108196	8/15/2025				
Cash Payment	E 101-43100-311	Contract Service	(STREETS 8%) August			\$1,201.20
Invoice	PSINV108196	8/15/2025				
Cash Payment	E 601-49400-216	Chemicals & Chemical	Maintenance/Chemical Overage			\$778.00
Invoice	PSINV108196	8/15/2025				
Transaction Date	8/15/2025	BoMP/MidCountry/4	10100	Total		\$15,793.00
Refer	0	PROTO LABS, INC	-			
Cash Payment	G 101-22001	Damage Deposits - Facility	REFUND OF DAMAGE & CLEANING DEPOSIT - VMP 8/05/25			\$100.00
Invoice		8/4/2025				
Transaction Date	8/4/2025	BoMP/MidCountry/4	10100	Total		\$100.00
Refer	0	RELIANCE STANDARD	-			
Cash Payment	G 101-21715	Long-Term Disability	Voluntary LTD September 2025			\$50.29
Invoice		7/16/2025				
Transaction Date	7/16/2025	BoMP/MidCountry/4	10100	Total		\$50.29
Refer	0	REPUBLIC SERVICES	-			
Cash Payment	E 101-43000-311	Contract Service	Organics Recycling August 2025			\$438.02
Invoice	0894007221010	7/31/2025				
Transaction Date	7/31/2025	BoMP/MidCountry/4	10100	Total		\$438.02
Refer	0	SCENIC SIGN CORP	-			
Cash Payment	E 101-41500-309	EDP, Software and Desi	WATCHFIRE EMC - REPAIR			\$511.50
Invoice	SC8526	7/23/2025				
Transaction Date	7/23/2025	BoMP/MidCountry/4	10100	Total		\$511.50
Refer	0	Stelter Enterprises	-			
Cash Payment	G 701-22005	Escrow-Maple Plain Develop	Escrow closeout - Refund			\$169.25
Invoice		7/1/2025		Project 22005		
Transaction Date	7/1/2025	BoMP/MidCountry/4	10100	Total		\$169.25
Refer	0	STREICHERS	-			
Cash Payment	E 801-42220-417	Uniforms & Uniform Ren	Boots: ATAC 2.0 Storm, 8in Black, 13.0M- Chris Doyle			\$170.00
Invoice	I1772181	7/11/2025				
Transaction Date	7/11/2025	BoMP/MidCountry/4	10100	Total		\$170.00
Refer	0	TERRAMARK	-			
Cash Payment	E 101-41910-302	Planning Services	General Planning Consulting - Qtr. 1 2025			\$3,040.00
Invoice	00102025	1/7/2025				
Cash Payment	G 701-22012	ESCROW: 5370 HWY 12	Q1 2025 Planning Services (Terramark)			\$644.00
Invoice	00102025	1/7/2025		Project 22012		
Cash Payment	G 701-22009	ESCROW- 1701 BAKER PA	Q1 2025 Planning Services (Terramark)			\$812.00
Invoice	00102025	1/7/2025		Project 22009		

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Cash Payment	G 701-22021	ESCROW: NORTHSHORE	Q1 2025 Planning Services (Terramark)		\$3,388.00
Invoice	00102025	1/7/2025		Project 22021	
Cash Payment	E 101-41910-302	Planning Services	MP Zoning Verification		\$168.00
Invoice	00102025	1/7/2025			
Cash Payment	G 701-22006	ESCROW- 5410 HWY 12 (N	Q1 2025 Planning Services (Terramark)		\$140.00
Invoice	00102025	1/7/2025		Project 22006	
Cash Payment	G 701-22010	ESCROW: 5839 HWY 12	Q1 2025 Planning Services (Terramark)		\$476.00
Invoice	00102025	1/7/2025		Project 22010	
Cash Payment	G 701-22020	ESCROW: KWIK TRIP	Q1 2025 Planning Services (Terramark)		\$3,444.00
Invoice	00102025	1/7/2025		Project 22020	
Cash Payment	G 701-22019	ESCROW: 1520 WYMAN A	Q1 2025 Planning Services (Terramark)		\$2,856.00
Invoice	00102025	1/7/2025		Project 22019	
Transaction Date	1/7/2025		BoMP/MidCountry/4 10100	Total	\$14,968.00
Refer	0	<u>Tilson Technology Management</u>	-		
Cash Payment	G 701-22018	ESCROW: T-MOBILE / TILS	Escrow Closing: Refund		\$3,384.75
Invoice		12/5/2024		Project 22018	
Transaction Date	12/5/2024		BoMP/MidCountry/4 10100	Total	\$3,384.75
Refer	0	<u>TOLL GAS & WELDING SUPPLY</u>	-		
Cash Payment	E 801-42270-218	Medical Supplies	O2 TANK RENTAL (medical)		\$13.64
Invoice	0040215706	7/31/2025			
Cash Payment	E 801-42270-218	Medical Supplies	O2 TANK RENTAL (medical)		\$13.64
Invoice	0040209693	3/31/2025			
Cash Payment	E 801-42270-218	Medical Supplies	O2 TANK RENTAL (medical)		\$13.64
Invoice	0040212715	5/31/2025			
Cash Payment	E 801-42270-218	Medical Supplies	O2 TANK RENTAL (medical)		\$13.20
Invoice	0040214220	6/30/2025			
Cash Payment	E 801-42270-218	Medical Supplies	Finance Charge 7/31/25		\$1.00
Invoice	0060091269	7/31/2025			
Cash Payment	E 801-42270-218	Medical Supplies	Finance Charge 4/30/25		\$1.00
Invoice	0060088858	4/30/2025			
Cash Payment	E 801-42270-218	Medical Supplies	Finance Charge 5/31/25		\$1.00
Invoice	0060089659	5/31/2025			
Cash Payment	E 801-42270-218	Medical Supplies	O2 TANK RENTAL (medical)		\$13.20
Invoice	0040211210	4/30/2025			
Cash Payment	E 801-42270-218	Medical Supplies	O2 TANK RENTAL (medical)		\$20.68
Invoice	0040208174	2/28/2025			
Cash Payment	E 801-42270-218	Medical Supplies	Finance Charge 6/30/25		\$1.00
Invoice	0060090464	6/30/2025			
Transaction Date	7/31/2025		BoMP/MidCountry/4 10100	Total	\$92.00
Refer	0	<u>TOSHIBA AMERICA BUSINESS SO</u>	-		
Cash Payment	E 101-41500-413	Office Equipment Rental	TOSHIBA COPIER August 2025		\$145.72
Invoice	5035377088	8/6/2025			
Cash Payment	E 101-41500-201	Operating Supplies	Black/White Copy August 2025		\$7.08
Invoice	5035377088	8/6/2025			
Cash Payment	E 101-41500-201	Operating Supplies	Color Copies August 2025		\$118.35
Invoice	5035377088	8/6/2025			
Transaction Date	8/6/2025		BoMP/MidCountry/4 10100	Total	\$271.15
Refer	0	<u>UNITED FARMERS COOPERATIVE</u>	-		

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Cash Payment	G 101-14100	Inventory of Material/Supply	450.9 Gal of UNLEADED GAS @ 3.019/gallon		\$1,361.27
Invoice	34908	8/5/2025			
Cash Payment	G 101-14100	Inventory of Material/Supply	285.4 GAL of Diesel @ 3.059/gallon		\$873.04
Invoice	34907	8/5/2025			
Transaction Date	8/5/2025	BoMP/MidCountry/4	10100	Total	\$2,234.31
Refer	0	US BANK	-		
Cash Payment	E 358-47150-620	Fiscal Agent s Fees	Paying Agent/Regist/Trsfr Agnt 07/01/2025-06/30/2026		\$400.00
Invoice	7836690	7/25/2025			
Transaction Date	7/25/2025	BoMP/MidCountry/4	10100	Total	\$400.00
Refer	0	VALLEY-RICH CO., INC	-		
Cash Payment	E 601-49400-400	Equipment Repair & Mai	asphalt restoration		\$8,700.00
Invoice	34765	8/4/2025			
Cash Payment	E 601-49400-400	Equipment Repair & Mai	Emergency main break repair 5009 main st		\$7,336.22
Invoice	60194	5/23/2025			
Cash Payment	E 601-49400-400	Equipment Repair & Mai	Emergency main break repair 5285 Manchester Drive		\$801.80
Invoice	150117	7/1/2025			
Cash Payment	E 601-49400-400	Equipment Repair & Mai	Emergency main break repair 4965 main st. east		\$6,063.15
Invoice	34483	4/7/2025			
Transaction Date	8/4/2025	BoMP/MidCountry/4	10100	Total	\$22,901.17
Refer	0	WEST HENNEPIN PUBLIC SAFETY	-		
Cash Payment	E 101-42110-306	Police Administration	Police Contract Services -September 2025		\$46,971.97
Invoice		10/30/2024			
Transaction Date	10/30/2024	BoMP/MidCountry/4	10100	Total	\$46,971.97
Refer	0	WINNING EDGE INC	-		
Cash Payment	E 801-42210-434	Awards & Indemnities	Awards Recognition Night		\$235.42
Invoice	177167	5/6/2025			
Transaction Date	5/6/2025	BoMP/MidCountry/4	10100	Total	\$235.42
Refer	0	AT&T MOBILITY	-		
Cash Payment	E 101-45200-321	Telephone & Internet	Hot Spots Jun 26, 2025- Jul 25, 2025		\$82.46
Invoice	6124976169	7/25/2025			
Transaction Date	7/11/2025	BoMP/MidCountry/4	10100	Total	\$82.46
Refer	0	FRONTIER	-		
Cash Payment	E 601-49400-321	Telephone & Internet	ALARM LINE #763-479-6882-082311-2 Jul16 - Aug 15,2025		\$81.57
Invoice	1607162025	7/16/2025			
Transaction Date	8/10/2025	BoMP/MidCountry/4	10100	Total	\$81.57
Refer	0	METROPOLITAN COUNCIL	-		
Cash Payment	E 602-49450-319	Other Consulting Serv	Waste Water Services Def Rev September 2025		\$20,862.19
Invoice	0001191158	8/1/2025			
Transaction Date	8/17/2025	BoMP/MidCountry/4	10100	Total	\$20,862.19

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Fund Summary

	10100 BoMP/MidCountry/4M	
101 GENERAL FUND		\$85,172.78
358 2024A GO Bonds		\$400.00
601 WATER FUND		\$39,099.61
602 SEWER FUND		\$84,446.49
603 STORM WATER FUND		\$2,350.33
701 PLAN REVIEW ESCROWS		\$21,543.00
801 FIRE PARTNERSHIP FUND		\$12,825.78
		<hr/>
		\$245,837.99

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$245,837.99
	<hr/>
Total	\$245,837.99

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Current Period: August 2025

Payments Batch 082525 ACH PMTS**\$12,384.46**

Refer	0 ARVIG	-			
Cash Payment	E 101-41500-321 Telephone & Internet	Fiber Internet	07/28/2025-08/27/2025		\$154.65
Invoice	7/28/2025				
Cash Payment	E 601-49400-321 Telephone & Internet	Fiber Internet	07/28/2025-08/27/2025		\$154.65
Invoice	7/28/2025				
Cash Payment	E 801-42280-321 Telephone & Internet	Fiber Internet	07/28/2025-08/27/2025		\$154.65
Invoice	7/28/2025				
Transaction Date	7/28/2025	BoMP/MidCountry/4	10100	Total	\$463.95
Refer	0 CENTERPOINT ENERGY	-			
Cash Payment	E 801-42280-383 Gas Utilities	FIRE DEPT	06/19/25 - 07/21/25		\$110.43
Invoice	7/23/2025				
Transaction Date	7/23/2025	BoMP/MidCountry/4	10100	Total	\$110.43
Refer	0 CENTERPOINT ENERGY	-			
Cash Payment	E 101-43000-383 Gas Utilities	PUBLIC WORKS	06/20/2025-07/21/2025		\$33.34
Invoice	7/29/2025				
Cash Payment	E 602-49450-383 Gas Utilities	LIFT STATION	06/20/2025-07/21/2025		\$29.03
Invoice	7/29/2025				
Cash Payment	E 601-49400-383 Gas Utilities	WTP	06/20/2025-07/21/2025		\$33.34
Invoice	7/29/2025				
Transaction Date	7/29/2025	BoMP/MidCountry/4	10100	Total	\$95.71
Refer	0 ELAN FINANCIAL SERVICES	-			
Cash Payment	E 101-41500-309 EDP, Software and Desi	CODETWO renewal	7/25/25-8/25/25		\$40.80
Invoice	7/15/2025				
Cash Payment	E 101-41110-331 Training & Travel	A.B. LMC Conference Hotel			\$390.60
Invoice	7/15/2025				
Cash Payment	E 101-41500-331 Training & Travel	J.K. LMC Conference Hotel			\$717.15
Invoice	7/15/2025				
Cash Payment	E 101-41500-331 Training & Travel	LMC Parking			\$10.00
Invoice	7/15/2025				
Cash Payment	E 101-41500-331 Training & Travel	Jacob Duluth Travel Meal			\$35.00
Invoice	7/15/2025				
Cash Payment	E 101-41500-331 Training & Travel	Jacob Duluth Travel			\$12.98
Invoice	7/15/2025				
Cash Payment	E 101-41500-445 Food and Beverage	Cookies with Council			\$10.49
Invoice	7/15/2025				
Cash Payment	E 101-41110-331 Training & Travel	R.A. LMC Conference Hotel			\$390.60
Invoice	7/15/2025				
Cash Payment	E 101-41110-331 Training & Travel	J.M. LMC Conference Hotel			\$717.15
Invoice	7/15/2025				
Cash Payment	E 101-41110-331 Training & Travel	Julie Maas-Kusske Duluth Travel Meal			\$35.00
Invoice	7/15/2025				
Cash Payment	E 101-41500-309 EDP, Software and Desi	RINGCENTRAL INC.			\$139.70
Invoice	7/15/2025				
Cash Payment	E 101-41500-309 EDP, Software and Desi	SIMPLISAFE			\$140.97
Invoice	7/15/2025				
Cash Payment	E 101-41500-331 Training & Travel	Jacob Duluth Travel Meal			-\$1.40
Invoice	7/15/2025				

Cash Payment	E 101-41110-331	Training & Travel	Julie Maas-Kusske Duluth Travel Meal		- \$1.40
Invoice		7/15/2025			
Transaction Date	7/15/2025		BoMP/MidCountry/4 10100	Total	\$2,637.64
Refer	0	GOOGLE.COM	-		
Cash Payment	E 101-41500-309	EDP, Software and Desi	(CITY- 10 USERS - GOOGLE)	July 2025	\$84.00
Invoice	5323610890	7/31/2025			
Cash Payment	E 101-41500-309	EDP, Software and Desi	(FIRE - 20 USERS - GOOGLE)	July 2025	\$168.00
Invoice	5323610890	7/31/2025			
Transaction Date	7/31/2025		BoMP/MidCountry/4 10100	Total	\$252.00
Refer	0	HEALTHPARTNERS	-		
Cash Payment	G 101-21706	Health Insurance	Health Insurance September 2025		\$1,265.38
Invoice	092808798482	8/4/2025			
Transaction Date	8/4/2025		BoMP/MidCountry/4 10100	Total	\$1,265.38
Refer	0	MUNICIPAY	-		
Cash Payment	E 601-49400-309	EDP, Software and Desi	496090223884 Fees 07/01/25 - 07/31/25		\$277.16
Invoice		7/1/2025			
Transaction Date	7/1/2025		BoMP/MidCountry/4 10100	Total	\$277.16
Refer	0	OPTUM BANK	-		
Cash Payment	E 101-43000-131	Employer Paid Health In	HSA Monthly Maintenance Fee - 25-Jun- Group HB905889A		\$3.75
Invoice	0001776685	7/15/2025			
Transaction Date	7/15/2025		BoMP/MidCountry/4 10100	Total	\$3.75
Refer	0	STANDARD INSURANCE CO	-		
Cash Payment	G 101-21708	Life Insurance	Life Insurance - August premium 2025		\$8.02
Invoice	OO1552510003	7/17/2025			
Transaction Date	7/17/2025		BoMP/MidCountry/4 10100	Total	\$8.02
Refer	0	VERIZON WIRELESS	-		
Cash Payment	E 601-49400-321	Telephone & Internet	4G JETPAK 7/11/25-8/10/25		\$55.78
Invoice	6120654561	8/10/2025			
Transaction Date	8/10/2025		BoMP/MidCountry/4 10100	Total	\$55.78
Refer	0	XCEL ENERGY	-		
Cash Payment	E 101-43100-381	Electric Utilities	STREET LIGHTS 07/03/25 to 08/02/25		\$2,485.81
Invoice	1204320645	8/4/2025			
Transaction Date	8/4/2025		BoMP/MidCountry/4 10100	Total	\$2,485.81
Refer	0	XCEL ENERGY	-		
Cash Payment	E 801-42280-381	Electric Utilities	ELECTRICITY 06/22/25 - 07/22/25		\$568.28
Invoice	1201801570	7/23/2025			
Transaction Date	7/23/2025		BoMP/MidCountry/4 10100	Total	\$568.28
Refer	0	XCEL ENERGY	-		
Cash Payment	E 101-43100-381	Electric Utilities	5601 HIGHWAY 12 (TRAFFIC SIGNALS)		\$52.06
Invoice		8/5/2025			
Cash Payment	E 101-45200-381	Electric Utilities	1720 BUDD AVE (VMP)		\$99.22
Invoice		8/5/2025			
Cash Payment	E 101-45200-381	Electric Utilities	1481 RAINBOW AVE (PARK)		\$52.06
Invoice		8/5/2025			

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Cash Payment	E 601-49400-381	Electric Utilities	1666 BUDD AVE (WATER)	\$83.41
Invoice		8/5/2025		
Cash Payment	E 602-49450-381	Electric Utilities	5829 HIGHWAY 12 (SEWER)	\$442.15
Invoice		8/5/2025		
Cash Payment	E 101-43100-381	Electric Utilities	4802 HIGHWAY 12 (TRAFFIC)	\$41.43
Invoice		8/5/2025		
Cash Payment	E 601-49400-381	Electric Utilities	1650 PIONEER AVE UNIT WATER PLAN	\$3,231.14
Invoice		8/5/2025		
Cash Payment	E 101-43000-381	Electric Utilities	5160 OAK ST	\$55.39
Invoice		8/5/2025		
Cash Payment	E 101-43000-381	Electric Utilities	1501 BAKER PARK RD	\$17.05
Invoice		8/5/2025		
Cash Payment	E 101-43000-381	Electric Utilities	5186 MAIN ST E	\$16.50
Invoice		8/5/2025		
Cash Payment	E 101-43000-381	Electric Utilities	5240 MAIN ST E (MUSEUM)	\$9.53
Invoice		8/5/2025		
Cash Payment	E 101-45200-381	Electric Utilities	1750 BUDD AVE (VMP2)	\$42.57
Invoice		8/5/2025		
Cash Payment	E 101-45200-381	Electric Utilities	1490 PARKVIEW RD (RAINBOW)	\$8.86
Invoice		8/5/2025		
Cash Payment	E 101-45200-381	Electric Utilities	4997 OAK OAK ST UNIT IRRIG	\$9.18
Invoice		8/5/2025		
Transaction Date	8/5/2025	BoMP/MidCountry/4	10100	Total \$4,160.55

Fund Summary

	10100 BoMP/MidCountry/4M	
101 GENERAL FUND		\$7,244.44
601 WATER FUND		\$3,835.48
602 SEWER FUND		\$471.18
801 FIRE PARTNERSHIP FUND		\$833.36
		\$12,384.46

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$12,384.46
Total	\$12,384.46

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Current Period: August 2025

Payments Batch 082525 STREET PROJ					\$9,794.50
Refer	0 BOLTON & MENK, INC.				-
Cash Payment	E 458-43000-303	Engineering Services	Maple Plain/2024 Street Reconstruction	Construction Observat	\$9,794.50
Invoice	0369447	7/31/2025			
Transaction Date	7/31/2025	BoMP/MidCountry/4	10100	Total	\$9,794.50

Fund Summary

	10100	BoMP/MidCountry/4M
458 2024 STREET RECONSTRUCTION		\$9,794.50
		\$9,794.50

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$9,794.50
Total	\$9,794.50



Executive Summary

City Council Business Meeting

AGENDA ITEM: Staff Reports
PREPARED BY: Jacob Kolander, City Administrator
RECOMMENDED ACTION: Approve Staff Reports

Included in the packet are the staff reports for the following:

- A. Fire Department
- B. West Hennepin Public Safety
- C. City Engineer
- D. Public Works
- E. City Planner
- F. Administration & Finance



Maple Plain Fire Department

Fire Chief's Report

July 2025

Maple Plain Fire Department – Chief Rick Denneson

Vision as Fire Chief

To build an organizational structure that provides unity, compassion, necessary tools, equipment, training, and leadership for firefighters to be successful when in action.

Calls July 2025 – report #857 & #553

In July, we responded to 24 calls for service.

- 19 EMS & Rescue calls
- 2 Fire calls
- 1 Vehicle Crash
- 2 Hazardous call – wire down

Where these calls are occurring – report #384

Independence – 10 calls

Maple Plain – 12 calls

Three Rivers Parks – 1

Mutual Aid Given – 1 Call to assist under mutual aid

Mutual Aid Received – 1 call

Training Update

In July we did some training with our confined space / rescue ropes, worked on emergency buddy breathing with our air packs, and did some mayday scenario training.

Community Events

In July, we had trucks in the Delano 4th of July parade, assisted Long Lake Fire with their 5K run providing a truck to hold the American flag at the finish line. We sent crews over to help West Suburban Fire set up for the Hamel Rodeo and we also provided a truck and crew to do stand by for Long Lake Fire on a Monday night while their crews were at an off-site training facility. We covered calls for them while they were away.

Merger with West Suburban Fire District

We did not have any official meetings with the WSFD but did discuss the consolidation at the Fire Commission meeting on the 8th. We also discussed the consolidation at the city council workshop on July 28th where we heard from Independence City Administrator Mark Kaltsas as he presented information regarding a budget proposal from Chief Leuer. Our transition meetings will start back up in August and we are still moving forward towards completion of this consolidation on December 31st, 2025.

Fire Station

We had an overhead station door that was damaged earlier this summer and that has now been replaced. It will get painted yet this summer when we paint the entire building. We also had our garage door company check the operation of our other doors as a matter of routine maintenance. They replaced 1 cable on a door and a safety sensor.

Calls of interest

On 7-10-2025 in the 2200 block of CO 92N in Independence, we responded to a house fire. The fire started outside the residence near a window. A resident was burning weeds and some hot embers got up underneath the siding, starting it on fire. We were able to quickly extinguish the fire with minimal damage to the rest of the house.

On 7-12-2025 myself and an engine crew responded to a call for mutual aid to Mound fire on an apartment fire at Presbyterian Homes in Spring Park. There were a couple of injuries to residents, but the fire was quickly extinguished. Our crew helped with extinguishment and overhaul.

Date: August 8th, 2025

To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members

From: Director Matt DuRose

SUBJECT: JULY 2025 ACTIVITY REPORT



The purpose of this report is to give the reader a quick overview of the activities of the Public Safety Department each month. It also compares monthly and year-to-date information to the reader.

The report is broken down into five categories, as defined by the Criminal Justice Reporting System.

CRIMINAL-- Criminal is broken down into Part I and Part II crimes.

Part I includes crimes against persons versus crimes against property; criminal homicide, forcible rape, robbery assault, aggravated assault, burglary -breaking or entering, larceny-theft, larceny analysis, motor vehicle theft and arson.

Part II includes other assaults, forgery and counterfeiting, fraud, embezzlement, stolen property, buying, receiving, possession; vandalism, weapons, carrying, possessing, etc.; prostitution and commercialized vice, sex offenses; drug abuse violations, gambling, offenses against the family and children, driving under the influence, liquor laws, drunkenness, disorderly conduct, vagrancy, all other offenses, suspicion, curfew and loitering laws - persons under 18; and runaways - persons under 18.

TRAFFIC-- Includes violations of the road and driving laws.

PART III-- Lost and Found: Includes lost and found persons, animals, and property, and stalled and abandoned vehicles.

PART IV-- Casualties: Includes all motor vehicle crashes, boating, and snowmobile; public home occupational accidents, fires, suicides, sudden deaths, burning permits, and burning violations.

PART V-- Miscellaneous Public: Includes open doors, gun permit applications, suspicious activities, animal complaints, motorist assists, alarm calls, parking complaints, house checks, driving complaints, civil matters, family disputes, department assists.

The balance of the report shows the total number of incidents handled, miles driven and how the Public Safety Department received calls. If anyone should desire more detailed statistical data, please contact my office.

Monthly Activity Report

July 2025

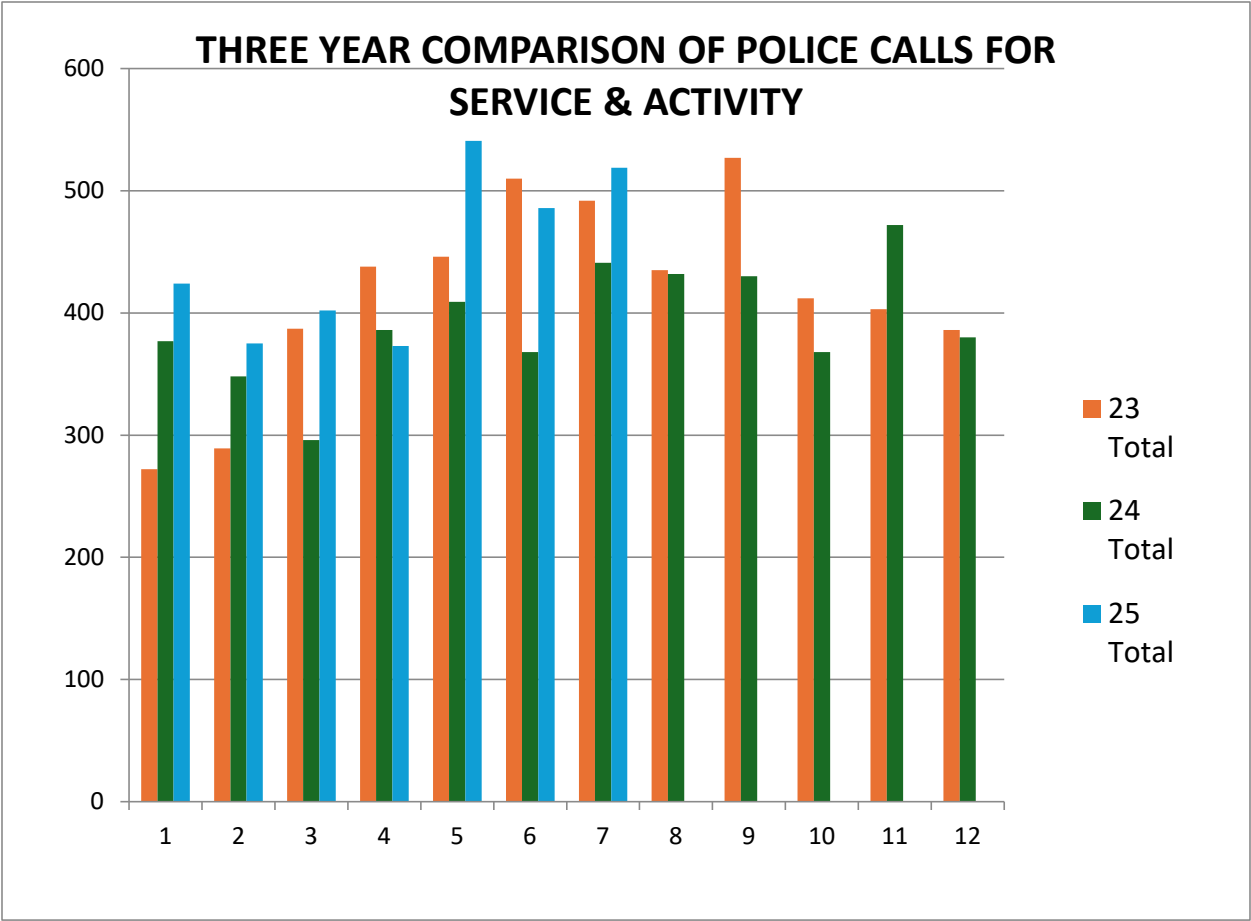
Offense	This Month	Same Month Last Year		This Year To Date		Last Year To Date
City Of Independence						
Criminal	6	1		31		22
Traffic	109	79		750		518
Part III	2	17		40		55
Part IV	30	31		210		226
Part V	129	131		744		768
Total City of Independence	276	259		1,775		1,589
City Of Maple Plain						
Criminal	2	5		19		17
Traffic	53	20		324		150
Part III	2	4		25		29
Part IV	34	19		284		155
Part V	67	49		309		336
Total City Of Maple Plain	158	97		961		687
Grand Total Both Cities	434	356		2,736		2,276
TZD	37	45		185		183
Agency Assists	48	40		199		166
Total ICR Reports	519	441		3,120		2,625
How Received						
Fax	12	4		50		34
In Person	12	12		88		96
Mail	0	0		4		6
Other	0	0		5		3
Phone	10	27		129		167
Radio	205	174		1,135		1,067
Visual	236	164		1,431		939
Email	12	19		103		118
Lobby Walk In	32	41		175		195
Total	519	441		3,120		2,625

July 2025 Part I & II**City of Maple Plain Grid #'s 1 & 2**

AGN	ICR	Title	Create Date	Grid #	MOC range	UCR Part
WHPS	25002647	Theft – Aluminum Trailer	2025-07-02	01	TE159	1
WHPS	25002695	Domestic	2025-07-05	02	AL350	2

July 2025 Part I & II**City of Independence Grid #'s 3-5**

AGN	ICR	Title	Create Date	Grid #	MOC range	UCR Part
WHPS	25002642	2ns Degree DWI – Alcohol	2025-07-02	03	JE5J1	2
WHPS	25002748	Theft by Swindle	2025-07-09	03	U0063	2
WHPS	25002782	Crash – 4 th Degree DWI	2025-07-10	03	JGW03	2
WHPS	25002996	Traffic Complaint – DWI Arrest 3 rd Degree	2025-07-24	03	JFW01	2
WHPS	25003104	DWI – 4 th Degree	2025-07-30	03	JG501	2
WHPS	25003058	Theft/Rpt – Apples	2025-07-28	05	U2513	1



DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY
July 2025 Activity Report

Year to Date Activity Report

At the end of July 2025, West Hennepin Public Safety (WHPS) handled year-to-date a total of 3,120 incident complaints. For the month of July; 276 incidents occurred in the City of Independence and 158 in the City of Maple Plain.

The Criminal Part I and Part II cases for both cities have been highlighted for your review in the attached documents.

Traffic Complaint
July 1

5400 block of Joyce Street, Maple Plain. Multiple calls regarding kids on ATV's and Minibikes driving approximately 50-MPH through a residential neighborhood. Eventually, the officer on duty located two juvenile boys on ATVs. Neither juvenile had a driver's license and neither ATV had registration. Parents were contacted and told to pick their kids up and transport the ATV's home.

Arrest
July 2

Intersection of County Road 6 and Copeland Road, Independence. The officer was on routine patrol and observed a vehicle driving over the posted speed limit. The officer initiated a traffic stop and spoke to the driver who admitted to drinking the night prior. Field sobriety tests were conducted and showed indicators of impairment. Ultimately, the driver was arrested and transported to the police department where the evidentiary breath test indicated BAC of 0.20. The driver has two prior DWI convictions within 10 years. He was transported to Hennepin County Jail where he was charged with 2nd Degree DWI.

Suspicious Activity
July 4

400 block of County Road 92, Independence. Officer was on routine patrol around 0300 hours and observed a golf cart driving alongside the road. The golf cart then pulled into a closed business maintenance area. Officer stopped the golf cart and spoke to the driver. It was determined the driver was an employee who was starting work early in anticipation of a busy day at the golf course.

Arrest
July 5

5300 block of Highway 12, Maple Plain. Officer was dispatched to a 911 hangup call. Officer arrived and heard a female yelling. Officer looked through the window and observed a male wrestling on top of a female. Officer forced entry into the room and were able to separate the two. The female had a cut lip and laceration on her neck. The female did not have a picture ID and gave false information of another. It was found she was in violation of an order for protection against the male. The male was arrested for Domestic Assault. The female was arrested for False Information and Violation of an OFP.

Welfare Check
July 7

1800 block of Budd Avenue, Maple Plain. Officer was dispatched to a welfare check called in by a third party. Officer learned the subject and her boyfriend recently broke up and the subject had been sending concerning text messages. Officers arrived on scene and spoke to the subject who advised her phone died, she didn't send concerning texts, and she was fine. The subject showed officers her phone and no concerning messages were found. Resources were left with the subject just in case.

Solicitor
July 8

200 block of Hamilton Hills, Independence. Officer was dispatched to a report of a person soliciting without a permit. Officer arrived in the area and observed a male walking on the side of the road that matched the description provided. Officer spoke to the individual and issued a citation for soliciting without a permit.

Welfare Check
July 9

4800 block of Highway 12, Maple Plain. Officer was dispatched to check the welfare of an elderly male who made contact with a business and was looking for help finding his way to Richfield. The male's ability to comprehend directions concerned the patrons. Officer arrived on scene and spoke to the male who advised he dropped his wife off for an appointment in Richfield approximately six hours earlier and was trying to pick her up. Officer contacted the male's sons who would pick him up and take him home.

Arrest
July 10

Intersection of County Road 6 and County Road 90, Independence. Officer was dispatched to a single vehicle crash where the vehicle rolled and hit a light pole. Officers arrived on scene and spoke to the driver who was off balance and slurring his speech. Officer conducted a DWI investigation and placed the driver under arrest. He provided an evidentiary breath sample of 0.15 and was released with a citation for 4th Degree DWI.

Domestic
July 18

5300 block of Highway 12, Maple Plain. Officer was dispatched to a report of a woman shouting for help. Officers arrived on scene and checked on the parties involved. The female denied need for help. The male stated the female struggles with mental health issues and began shouting for help for no known reason. Both parties appeared to be under the influence of an unknown substance, but they appeared to be able to take care of themselves. Referred to embedded social worker.

Solicitor
July 19

1500 block of Rainbow Avenue, Maple Plain. Officer was dispatched to a report of solicitors in the area without permits. Officer arrived on scene and located two solicitors and confirmed neither of them had permits. They were brought to the police department where they were booked, cited, and released.

Welfare Check
July 21

1800 block of Newport Street, Maple Plain. Officer was dispatched to check the welfare of an individual who was talking to Xcel Energy Customer Support via online chat about a power outage. While speaking with a custom service representative, he reportedly stated something about ending his life due to the outage. Officer arrived and spoke to the individual who apologized and explained he thought he was venting to an automated system, not a live person. He advised all was okay and the power came back on.

Overdose
July 21

7600 block of Pioneer Creek Road, Independence. Officer was dispatched to a patient who was said to be in withdrawal having suicidal ideations and had taken multiple prescription medications. Officer arrived on scene and spoke to the patient who was awake and alert. Patient's mother advised she left to run an errand and came back 30 minutes later, and her daughter had taken multiple pills. Patient was transported to the hospital.

Suspicious Activity
July 23

Independence Street & Baker Park Road, Maple Plain. Officer was dispatched to suspicious activity. Reporting party advised a female had knocked on their door and was desperate to use their phone and Wi-Fi. The reporting party said no, and the female left the area on a segway. Officer arrived in the area and was unable to locate the subject.

Crash
July 24

County Road 11 & Townline Road, Independence. Officer was dispatched to a vehicle in the ditch. Officer arrived on scene and found the vehicle unoccupied with no one nearby. Officer was able to contact the driver who advised it was foggy, and he was unable to slow for the turn before entering the ditch. Driver advised he was on his way home from poker night and that he had not been drinking.

Arrest
July 24

County Road 6 & Townline Road, Independence. Officer was dispatched to a traffic complaint where it was reported a vehicle was swerving all over the road and driving in the middle of both lanes. Officer quickly located the vehicle and spoke to the driver who displayed signs of impairment. Field Sobriety Tests were conducted, and a preliminary breath sample was obtained, indicating 0.197. Driver was arrested for DWI, booked, and provided an evidentiary breath sample of 0.17. He was released to a sober party pending charges.

Crash
July 26

Highway 12 & Main Street East, Maple Plain. Officer was dispatched to a property damage crash. Officer arrived and found it was a rearend crash. Driver 1 advised he slowed to accommodate traffic that was also slowing when they were rearended by Driver 2. Driver 2 advised he couldn't stop in time. Driver 2 did not have a license or insurance, he was cited for the violations, and his vehicle was towed.

Welfare Check
July 28

4800 block of Gateway Boulevard, Maple Plain. Officer was on routine patrol and observed an individual sleeping in their vehicle very early in the morning. Officer made contact with the occupant of the vehicle who advised she traveled from out of state to visit her mother. Officer made sure she didn't need any assistance.

Theft
July 28

3100 block of County Road 92, Independence. Officer was dispatched to take a theft report where apples were stolen from the reporting party's tree. The tree was cleared of all apples. Reporting party wanted to make a report to warn other apple farms and farmer's market vendors. Reporting party was advised to call back if she sees suspicious individuals.

Traffic
July 28

Highway 12 & Delano Avenue, Maple Plain. Officer initiated a traffic stop on a vehicle for a traffic violation. The driver advised he did not have a license, which officer confirmed his driving status was revoked. Driver was advised to call for a ride. Before clearing the traffic stop, the driver drove off. Officer reinitiated a traffic stop and asked him to step out of the vehicle. Due to his behavior, field sobriety tests were performed with limited indicators of impairment. Driver admitted to using marijuana in the morning before work. Driver consented to a vehicle search where 40 grams of marijuana and drug paraphernalia were found. Driver also had a permit to carry which was confiscated and returned to the issuing county due to him being a cannabis user. The packaging of the cannabis was opened and not in the original dispensary packaging. The marijuana was seized, and the driver was cited for the noncompliant packaging and driving after revocation.

Arrest
July 30

Highway 12 & County Road 92, Independence. Officer was dispatched to a driving complaint where two people called reporting a vehicle swerving, braking, stopping, and drove over the County Road 90 roundabout. Officer located the vehicle that was driving 25-35 MPH in a 55 MPH zone. Officer made contact with the driver who urinated on himself and had constricted pupils. Driver was ultimately arrested for DWI. A search warrant was granted, and a blood draw was performed for suspicion of the driver being under the influence of narcotics. Pending results.



Real People. Real Solutions.

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Section 8, Item C.

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Chaska, MN 55318-1172

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Fax: (952) 448-8805
Bolton-Menk.com

MEMORANDUM

Date: August 15, 2025
To: Honorable Mayor and City Council
From: David P. Martini, P.E.
RE: August Engineering Report

The following is a summary of the work that Bolton & Menk has completed on behalf of the city during the past month:

Miscellaneous Services

We have attended staff and Council meetings and continue to follow through on the miscellaneous engineering needs of the city. Miscellaneous items include:

- Review, correspondence and inspection related to the Kwik Trip development.
- Review and correspondence associated with erosion control and turf establishment for the Baker Trail Villas project.
- Facilitate round two of the Minnesota Department of Health's lead water service line inventory grant.
- Review and correspondence for the proposed Comfort Haven project.
- Solicitation of quotes for 2025 street patching.
- On-going collaboration, review, and engineering support for the Downtown Redevelopment project.
- Responding to a request for information associated with the City of Independence's Water Use Study.
- GIS mapping updates.
- On-going support and review of development and improvement projects in coordination with the City Planner and City Staff.

Wellhead Protection Plan

- WHPP Part 2 Amendment has been completed and approved by the Minnesota Department of Health.

2024 Street Reconstruction Project

- Construction management related to punch list work is still on-going. Drain tile work for the storm water ponding area adjacent to Independence Street is being coordinated with the contractor.

Date: August 7, 2025

To: City of Maple Plain

From: David Medina, Operator

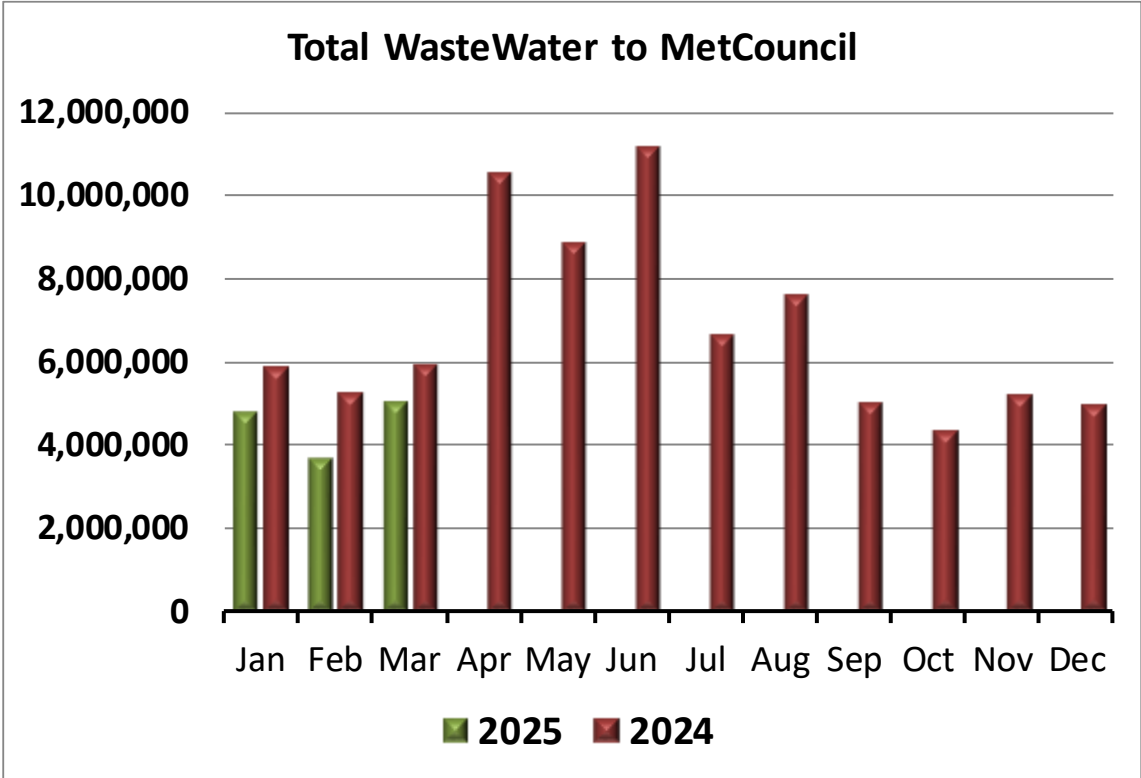
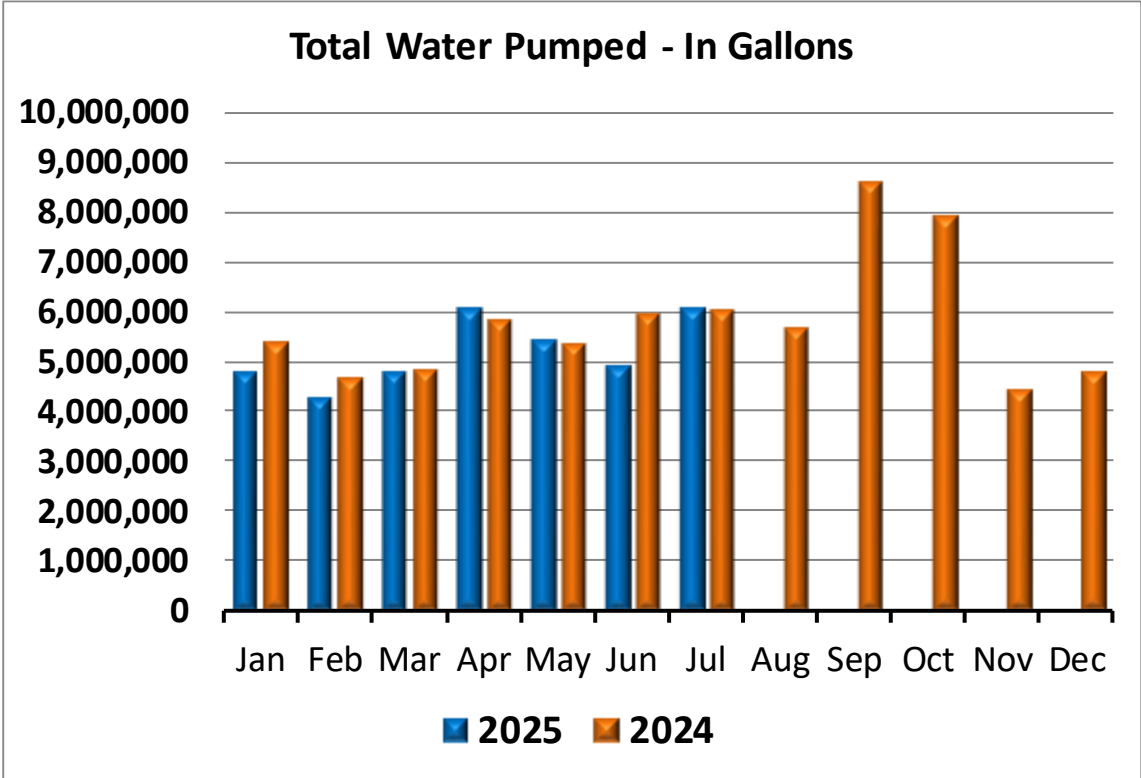
O & M Report: July 2025

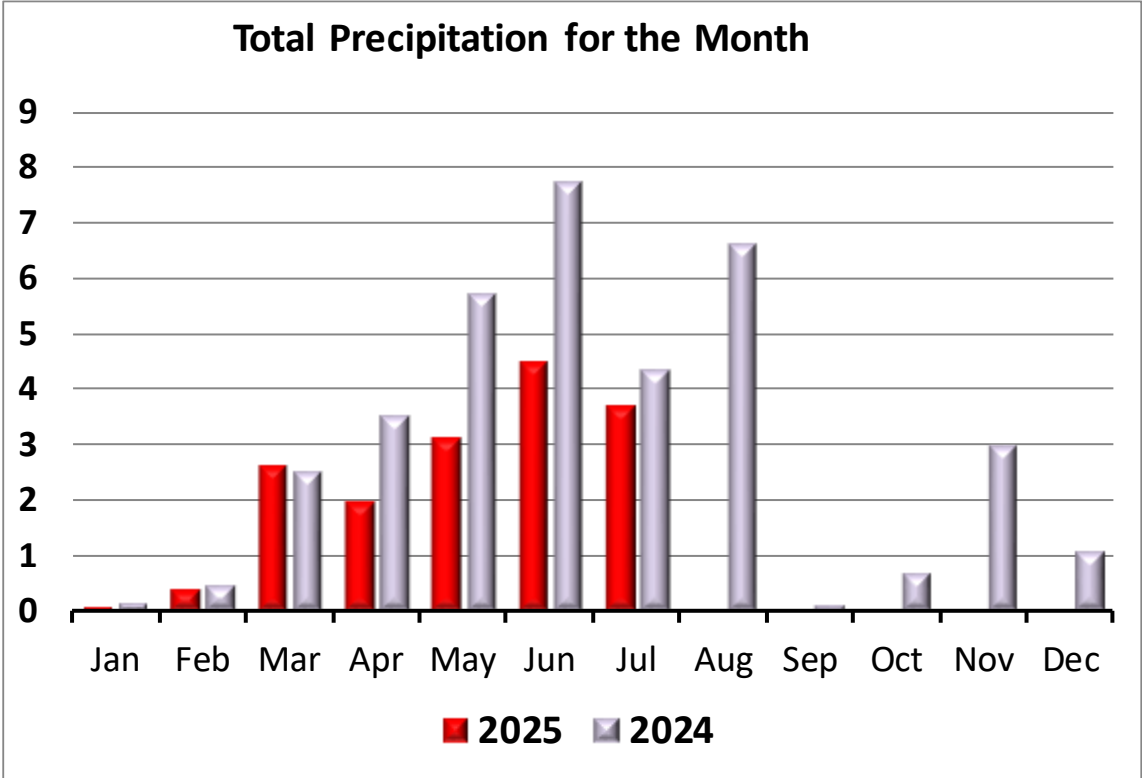
Maple Plain Operations & Maintenance

- Completed all daily rounds and daily reads on water plant operations.
- Completed 53 total locates in the city limits.
- Completed Fluoride sample per MDH Monitoring schedule.
- Completed monthly Bac-T sample per MDH monitoring schedule.
- Completed Radiochem test per MDH monitoring schedule.
- Completed WQP samples for MDH per monitoring schedule.
- Completed monthly sample collecting of water samples per MDH monitoring schedule.
- Completed necessary Chlorine Chemical cylinder change out and performed proper PPE procedures.
- Completed all necessary maintenance on chemical mixers, pumps, and chemical mixing. Performed all proper PPE procedures.
- Completed six final water meter reads.
- Completed all Public Works work orders.
- Completed all minor road maintenance tasks.
- Completed all brush removal from roadway and parks.
- Completed all park maintenance tasks.
- Completed all baseball field tasks.
- Completed all weed control spraying at designated areas.
- Installed new door actuator at Veteran's Memorial Park concession stand.



- Completed task of painting the curb yellow by post office.
- Completed task of mowing designated areas.
- Completed task of removing tree growth by crosswalk on Highway 12.
- Completed task of removing garbage by Industrial Park.
- Completion of annual cleaning and vacuuming out was performed.
- Attended city meetings.
- Completed monthly expense report.
- Completed and documented monthly work orders.
- Completed and documented all monthly reading and maintenance at contract sites.
- Ordered necessary water testing, maintenance items and PPE from USA bluebook.
- Completed cleaning and maintenance task of the public workshop.
- Installed new dead bolt lock at public workshop.
- Completed task of removing and installing new post and stop sign at the corner of Bradford St. and Perkins Ln.







		July-25	June-25	July-24
Water	Units			
Average Daily Pumped	gallons	196,806	164,366	194,774
Maximum Daily Pumped	gallons	281,000	255,000	338,000
Total Monthly Pumped	gallons	6,101,000	4,931,000	6,038,000
Well #1 Pumped	gallons	0	0	0
Well #1 Average Pumped	gallons	0	0	0
Well #3 Pumped	gallons	2,533,000	251,900	2,400,000
Well #3 Average Pumped	gallons	81,710	83,966	77,419
Well #4 Pumped	gallons	2,952,000	2,412,000	3,090,000
Well #4 Average Pumped	gallons	95,226	80,400	99,677
Fluoride used	gallons	17.50	19.00	8.90
Fluoride Average used	gallons	0.56	0.63	0.29
Poly Phosphate used	pounds	8.99	13.80	8.70
Poly Phosphate Average used	pounds	3.19	0.46	0.28
Chlorine used	pounds	109.20	126.10	198.30
Chlorine Average used	pounds	3.50	4.20	6.40
HMO used	gallons	60.10	25.00	108.60
HMO Average used	gallons	1.90	0.83	3.50
Potassium Permanganate used	gallons	107.10	11.50	202.00
Wastewater				
Effluent Flow				
Maximum Daily Pumped Wastewater	gallons	0	0	301,077
Average Daily Pumped Wastewater	gallons	0	0	215,109
Lift Station Effluent to Met Council	gallons	0	0	6,668,388
Precipitation Monthly Total	Inches	4	5	4
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Chemical Budget	\$11,780.00	\$11,061.00	94%	100%
Maintenance Budget	\$6,330.00	\$7,827.00	124%	100%
Total	\$18,110.00	\$18,888.00	104%	100%

Datecompleted	Equipment	Location	Notes	Task	Taskdesc
7/15/2025	Fire Station 2 Infrared Heater	30359 WT Maple Plain, MN	Everything is looking good.	Inspection	Detailed examination of equipment for defects or abnormalities.
7/15/2025	Parks	30359 WT Maple Plain, MN	Parks look good, new tennis nets at rainbow park. Bathrooms cleaned and stocked daily. New toilet tissue holder installed in the women's restroom at rainbow park. Parks look good, new tennis nets at rainbow park. Bathrooms cleaned and stocked daily. New toilet tissue holder installed in the women's restroom at rainbow park.	Inspection	Detailed examination of equipment for defects or abnormalities.
7/15/2025	Trails	30359 WT Maple Plain, MN	All trails are looking good,	Inspection	Detailed examination of equipment for defects or abnormalities.
7/15/2025	Public works air Compressor 1	30359 WT Maple Plain, MN	Everything looks good and operational. Everything looks good and operational.	Inspection	Detailed examination of equipment for defects or abnormalities.
7/15/2025	Public works air Compressor 2	30359 WT Maple Plain, MN	I'm assuming this is the second compressor that is not operational being it's not wired to power. it is plumbed into the main line, so the tank does serve as an air holding vessel, but it is not operable by its own compressor.	Inspection	Detailed examination of equipment for defects or abnormalities.
7/16/2025	FIRE EXTINGUISHERS	30359 WT Maple Plain, MN	Everything looks good.	Inspection	CONFIRM NO OBSTRUCTIONS TO EXTINGUISHER. CONFIRM PIN IS IN PLACE, GAUGE READS FULL OR IN THE GREEN. REMOVE FROM MOUNT AND TURN UPSIDE DOWN SEVERAL TIMES.
7/16/2025	CATERPILLAR TRACTOR	30359 WT Maple Plain, MN	exercised and topped off fluids. everything looks good.	Monthly PM	Start vehicle and drive to exercise equipment. Check Fluids

7/16/2025	MACK DUMP TRUCK	30359 WT Maple Plain, MN	Exercised and checked fluids. everything is working properly.	Monthly PM	Start vehicle and drive to exercise equipment. check fluids
7/16/2025	FORD F350 1 TON	30359 WT Maple Plain, MN	Exercised and checked fluids. everything is working properly.	Inspection	Detailed examination of equipment for defects or abnormalities.
7/16/2025	F150 Truck	30359 WT Maple Plain, MN	exercised and is still in need of repair on the brakes system.	Inspection	Detailed examination of equipment for defects or abnormalities.
7/16/2025	Kubota B3030	30359 WT Maple Plain, MN	Exercised and checked all fluids. ac is not working and is to be scheduled for repair.	Inspection	Detailed examination of equipment for defects or abnormalities.
7/16/2025	Kubota ZD326	30359 WT Maple Plain, MN	Exercised and is working order.	Inspection	Detailed examination of equipment for defects or abnormalities.
7/16/2025	ToolCat Bobcat UW56	30359 WT Maple Plain, MN	Everything is working properly.	Inspection	Detailed examination of equipment for defects or abnormalities.
7/21/2025	MAIN LIFT STATION	30359 WW Maple Plain, MN	Everything is working as it should.	LS Monthly PM	<ol style="list-style-type: none"> 1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
7/21/2025	Main Lift Station Generator	30359 WW Maple Plain, MN	Checked fluids everything is looking good.	Inspection	CHECK OIL. DOCUMENT ON THIS WORK ORDER WHERE AND WHEN THIS EQUIPMENT WAS USED THIS MONTH. IF NOT USED NO DOCUMENTATION IS NEEDED.
7/21/2025	HIGH SERVICE PUMP 1	30359 WT Maple Plain, MN	Greased and checked oil levels. everything looks good.	Inspection	CHECK OIL LEVEL, ADD IF NEEDED. INSPECT UNIT FOR ABNORMAL WEAR AND NOISES.
7/21/2025	HIGH SERVICE PUMP 2	30359 WT Maple Plain, MN	Greased and checked oil levels. everything looks good.	Inspection	CHECK OIL LEVEL, ADD IF NEEDED. INSPECT UNIT FOR ABNORMAL WEAR AND NOISES.

7/21/2025	AIR COMPRESSOR	30359 WT Maple Plain, MN	Everything looks good.	Inspection	CHECK OIL LEVELS AND BELT CONDITION. INSPECT FOR OIL LEAKS OR EBNORMAL WEAR. DOCUMENT HOUR METERS. CONFIRM WATER DRAIN IS WORKING.
7/21/2025	DEHUMIDIFIERS	30359 WT Maple Plain, MN	Everything looks good.	Inspection	CHECK AIR FILTER AND REPLACE IF NEEDED, MAKE SURE DRAIN TUBE IS DRAINING PROPERLY.
7/21/2025	MIXER NO 1	30359 WT Maple Plain, MN	Everything looks good	Inspection	CHECK OIL LEVEL AND TOP OFF IF NEEDED. INSPECT UNIT FOR ABNORMAL WEAR OR NOISES. ADD ONE OR TWO SQUIRTS OF GREASE TO GREASE ZERTS.
7/21/2025	WELL 3	30359 WT Maple Plain, MN	Greased and checked fluids. everything is looking good.	Inspection	CHECK OIL LEVEL AND TOP OFF IF NEEDED. INSPECT FOR ABNORMAL WEAR AND NOISES.
7/21/2025	EMERGENCY GENERATOR	30359 WT Maple Plain, MN	Checked fluids, everything looks good and exercised.	Inspection	1. CHECK ALL FLUIDS INCLUDING FUEL 2. DOCUMENT HOUR METER AND CONFIRM EXERCISING UNDER LOAD AT LEAST ONCE A WEEK. 3. INSPECT UNIT FOR UNUSUAL WEAR. 4. IF DURING COLD WEATHER CONFIRM HEATING BLOCK IS WORKING.
7/24/2025	Fire Station 2 AC Units	30359 WT Maple Plain, MN	Service was performed last month and now in proper working order. Changed air filters.	Inspection	Detailed examination of equipment for defects or abnormalities.
7/31/2025	MAIN LIFT STATION	30359 WW Maple Plain, MN	Quality flow is scheduled to do annual inspection 8-11-25 they historically have been doing amp draws. In the process of locating PPE to perform this task in the future.	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED

City of Maple Plain

Memorandum

To: Mayor and City Council

From: Mark Kaltsas, City Planner

CC: Jacob Kolander, City Administrator

Date: August 25, 2025

Re: City Council Monthly Planning Report – August 2025

Meetings/Correspondence:

- One (1) City Council meeting to present July monthly planning report.
- Two (2) staff meetings to review current projects: discussed downtown redevelopment update, possible new buyer of Wenck buildings and property, swimming pool permit and miscellaneous other planning related issues.
- One (1) meeting and correspondence with potential downtown developer. Working on update to the pro forma, providing information to the development group and working on TIF calculation and district.
- Finalized the review and approval of the Kwik Trip sign package.
- Correspondence with a builder working on an accessory building project at 5225 Bryant St.
- Continued working on the review and processing of the CUP for a cannabis cultivation business at 5600 Pioneer Creek Drive.
- Reviewed the initial submittal and provided comments for the proposed North Shore Gymnastics building at 5540 Pioneer Creek Drive.
- Correspondence and provided information to a potential buyer of 1800 Pioneer Creek Drive (former Wenck property).
- Provided information and had correspondence with potential buyers of 5270 Main St.
- Correspondence and provided in formation to potential buyers of 1635 Delano St. This property continues to receive multiple questions relating to possible uses. The majority of potential buyers are looking at the property for warehouse or contractor type businesses which are not permitted in the MU-D district.

- Continued working on miscellaneous planning issues relating to code enforcement, sign permit questions, accessory structure/sheds setback questions and potential land use questions.

City of Maple Plain – Monthly Update

August 2025 Highlights

Jacob Kolander, City Administrator

Fire District

- Progress continues on the proposed Fire District consolidation. A joint resolution with the City of Independence was approved at the Joint Meeting on August 21st.
- Staff have been working to ensure the budget and consolidation plan are clear and accessible.

Public Works & Infrastructure

- The HAWK pedestrian signal remains out of service due to a part failure. Repairs are expected by the end of August.
- A storm drain blockage at Parkview and Main was successfully cleared with help from the City of Orono.
- The State Water Testing Fee will increase slightly in 2026, from \$2.45 to \$3.81 per quarter. This will be noted in the next city newsletter.
- Upcoming projects:
 - Drainage improvements on Poplar and Willow Streets to address water flow issues.
 - Rainbow Park parking lot resurfacing is under consideration but is a lower priority.

Planning & Development

- The Comfort Haven has started their remodel of the facility.
- A Conditional Use Permit application for a cannabis cultivation and manufacturing business is expected to be reviewed in September.

Community Standards

- Several property maintenance notices have been issued for overgrown lawns and debris.
- Increased enforcement is underway regarding illegal dumping and items left curbside. Residents are reminded to properly dispose of unwanted items.

Public Safety

- Investigator Cody Thompson has retired from the West Hennepin Public Safety Department. We thank him for his many years of service.

City Administration

- Staff continue to work on the 2026 budget, identifying areas for adjustment and improvement.

- Participated in regional and statewide meetings focused on emergency preparedness, and local government policy.
- Exploring a new emergency notification system that would save costs and improve communication with residents.

Upcoming Events & Meetings

- August 27 – Fire Relief Meeting, 5:00pm
- September 4 – Planning Commission Meeting, 6:00pm
- September 8 – Council Workshop & EDA Meeting
- September 9 – Police Commission Meeting, 8:00am
- September 22 – Council Workshop & Business Meeting

CITY OF MAPLE PLAIN

Expenditure Summary Report for Council Reports

Dept	Dept Descr	2024 Amt	2025 YTD Budget	July 2025 Amt	2025 YTD Amt	%YTD Budget
101 GENERAL FUND						
42400	Building Inspection	\$15,574.05	\$20,000.00	\$2,984.72	\$6,389.60	31.95%
41610	City Attorney	\$73,481.82	\$38,000.00	\$4,860.00	\$21,896.00	57.62%
42500	Civil Defense	\$1,474.82	\$500.00	\$0.00	\$599.64	119.93%
46630	Community Action Programs	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
41110	Council	\$68,307.57	\$48,287.00	\$3,443.17	\$31,845.36	65.95%
41410	Elections	\$6,739.06	\$0.00	\$0.00	\$0.00	0.00%
41500	Financial Administration	\$476,270.47	\$376,802.00	\$38,377.35	\$271,187.70	71.97%
42290	Fire Department	\$224,304.96	\$208,580.00	\$18,319.33	\$123,216.51	59.07%
41940	General Government Building	\$35,427.16	\$42,000.00	\$3,333.33	\$23,333.31	55.56%
43100	Highways, Streets & Roadwa	\$116,538.67	\$106,739.00	\$3,997.29	\$75,630.33	70.86%
45200	Parks (GENERAL)	\$216,018.34	\$141,378.00	\$14,697.50	\$106,971.14	75.66%
41910	Planning and Zoning	\$13,082.92	\$20,800.00	\$795.00	\$10,094.25	48.53%
42110	Police Department	\$760,187.18	\$743,423.00	\$57,055.58	\$546,536.57	73.52%
43000	Public Works (GENERAL)	\$100,129.49	\$70,999.00	\$9,822.08	\$58,244.70	82.04%
101 GENERAL FUND		\$2,110,036.51	\$1,817,508.00	\$157,685.35	\$1,278,445.11	70.34%
601 WATER FUND						
49611	Water Treat Plant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
49400	Water Utilities (GENERAL)	\$670,659.32	\$686,180.00	\$299,364.03	\$590,453.30	86.05%
601 WATER FUND		\$670,659.32	\$686,180.00	\$299,364.03	\$590,453.30	86.05%
602 SEWER FUND						
49450	Sewer (GENERAL)	\$370,685.42	\$479,961.00	\$60,574.23	\$315,494.51	65.73%
602 SEWER FUND		\$370,685.42	\$479,961.00	\$60,574.23	\$315,494.51	65.73%
603 STORM WATER FUND						
49455	Storm Sewer	\$142,358.92	\$175,801.00	\$20,738.70	\$148,773.72	84.63%
603 STORM WATER FUND		\$142,358.92	\$175,801.00	\$20,738.70	\$148,773.72	84.63%
801 FIRE PARTNERSHIP FUND						
42210	Fire Administration	\$323,334.42	\$201,137.00	\$91,299.57	\$161,373.68	80.23%
42260	Fire Apparatus/Equipment	\$64,671.66	\$70,700.00	\$6,556.52	\$59,452.88	84.09%
42250	Fire Communications	\$32,134.31	\$32,702.00	\$2,067.48	\$20,676.41	63.23%
42220	Fire Fighting	\$120,017.57	\$139,070.00	\$21,820.15	\$81,054.80	58.28%
42265	Fire Fleet Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
42230	Fire Prevention	\$1,051.21	\$4,000.00	\$0.00	\$0.00	0.00%
42280	Fire Stations and Bldgs	\$21,996.82	\$25,820.00	\$1,541.38	\$10,647.78	41.24%
42240	Fire Training	\$24,329.80	\$35,200.00	\$5,400.00	\$11,246.36	31.95%
42270	Medical Services	\$2,112.76	\$5,500.00	\$0.00	\$1,200.22	21.82%
801 FIRE PARTNERSHIP FUND		\$589,648.55	\$514,129.00	\$128,685.10	\$345,652.13	67.23%
		\$3,883,388.72	\$3,673,579.00	\$667,047.41	\$2,678,818.77	72.92%

((((((((([Fund] in ('101','601','602','603','801')) AND ([Dept]<>"49360" Or [Dept] IS Null)) AND ([Dept]<>"47078" Or [Dep

City of Maple Plain, Minnesota
Schedule of Investments
For the Month Ending
July 31, 2025

Section 8, Item F.

(CUSIP or Acct #)	Institution	Description	Type	Rate	Deposits - Purchases	Expenditures - Sales	Transfers	Interest	Unadjusted Market Value 7/31/2025	Market Value 7/31/2025	Unrealized gain / loss
35105-101	4M	4M General Fund	Money Market	5.24%	-	-	513,876.86	11,168.66	2,956,451.68	2,956,451.68	-
1373914-1	4M	CIBC Bank USA	CD	4.19%	-	-	-	-	244,900.00	244,900.00	-
1373910-1	4M	CrossFirst Bank	CD	4.19%	-	-	-	-	244,900.00	244,900.00	-
1373911-1	4M	Cornerstone Bank	CD	4.24%	-	-	-	-	244,700.00	244,700.00	-
1373915-1	4M	Third Coast Bank	CD	1.19%	-	-	-	-	244,900.00	244,900.00	-
1373913-1	4M	Bank 7	CD	4.19%	-	-	-	-	244,900.00	244,900.00	-
1373912-1	4M	Western Alliance Bank	CD	4.22%	-	-	-	-	244,800.00	244,800.00	-
1372508-1	4M	T Bank, National Association, TX	CD	4.25%	-	-	-	-	239,700.00	239,700.00	-
1372506-1	4M	Consumers Credit Union, IL	CD	4.20%	-	-	-	-	239,800.00	239,800.00	-
35105-201	4M	2024A G.O. Improvement Bonds	Bond	5.23%	-	-	(176,894.41)	5,171.40	1,288,964.34	1,288,964.34	-
					-	-	336,982.45	16,340.06	6,194,016.02	6,194,016.02	-
500175637	MidCountry	General Fund	Checking	0.00%	641,327.03	(487,461.81)	(336,982.45)	-	797,763.50	797,763.50	-
					641,327.03	(487,461.81)	(336,982.45)	-	797,763.50	797,763.50	-
Total Cash and Investments					\$ 641,327.03	\$ (487,461.81)	\$ -	\$ 16,340.06	\$ 6,991,779.52	\$ 6,991,779.52	\$ -

Deposits in Transit - City \$ -
Outstanding Checks - City \$ (619,938.20)
Reconciled Balance \$ 6,371,841.32



Executive Summary

City Council Business Meeting

AGENDA ITEM-NEW BUSINESS:	Hearing of the Dispute of Nuisance Violation - 1464 Howard Avenue
PREPARED BY:	Kevin Larson, Assistant City Administrator
RECOMMENDED ACTION: Find in Favor of Mr. Esnough Claim of a Pollinator Garden or Staff's Findings and Order the Abatement.	

Summary

Mr. Gerald Esnough has requested a hearing before the City Council to assert that the vegetation at 1764 Howard Avenue qualifies as a pollinator garden and is therefore exempt from the City’s tall vegetation and noxious weeds ordinance. Under Minn. Stat. § 412.925, cities must allow property owners to install and maintain a managed natural landscape—defined as planned, intentional, and maintained. The City provides examples of maintained landscapes on its website (www.mapleplainmn.gov/community/page/sustainable-natural-landscapes).

Following inspection, City staff determined that the property is not maintained and does not meet the exemption criteria under Minn. Stat. § 412.925 or City Code § 6-28(3) and therefore may be abated as a nuisance. The City Council will decide whether to enforce City Code §§ 6-28(3), 6-31, 6-33, and 6-34. This decision will either allow Mr. Esnough to retain the property as a pollinator garden in its current condition or authorize abatement for tall vegetation and noxious weed violations.

Background and Timeline of Events:

- July 2, 2025 – Mr. Esnough was cited for a nuisance violation under City Code Sec. 6-28(3)(A) for tall vegetation and noxious weeds.
- July 18, 2025 – A final notice before abatement was sent, advising of the City’s intent to enter the property and abate the vegetation identified as a nuisance. The notice cited

City Code Sec. 6-28(3), City Code Sec. 6-34, and Minn. Stat. § 18.83 as the legal authority for these actions.

- July 23, 2025 – Mr. Esnough formally requested a hearing before the City Council to dispute the tall vegetation and noxious weed nuisance violation.

Attached Documents

- Howard Ave 1764 Nuisance Violation Notice 7-2-25
- Howard Ave 1764 Final Letter before Abatement 7-18-25
- Howard Ave 1764 Written Nuisance Violation Dispute Email 7-23-25
- Relevant City Code and State Statute References
- Sustainable Natural Landscapes Reference



Notice of Nuisance Violation

This is a friendly reminder to keep your property in shape this summer. We noticed the condition(s) listed below exist on your property and would appreciate a quick correction of the issue(s). Having well-maintained properties promotes a positive image of Maple Plain and enhances the property values.

~ City of Maple Plain Staff & Council

Property Owner	Gerald M Esnough		
Physical Address	1764 HOWARD AVE	Mailing Address	1764 HOWARD AVE
City, State ZIP	Maple Plain, MN 55359	City, State ZIP	Maple Plain, MN 55359
Observation Received	Grass/Weeds over 8 inches		Required Correction Date 7/14/25

TYPE OF VIOLATION(S)	
Nuisance Type(s)	Description
Tall vegetation	<p>The grass on your property violates the City Code regarding vegetation as described in City Code Section 6-28, as shown below:</p> <p>City Code Section 6-28 3A (A) All noxious weeds, tall grasses, and other rank growths of vegetation which are in violation of state statutes which regulate and /or control growth of weeds and other vegetation and the following: (1) It shall be the responsibility of all homeowners and landowners to cut grass in excess of the following height and to maintain real property within the city at or below this level of growth: (a) Residential, developed land – 8 inches of growth; and (b) Commercial/industrial, developed areas – 8 inches of growth. (c) (a) and (b) above shall not apply to plantings that are of a type and variety of grass or mixture of grass and flowers that promote insects for pollination or are native plantings; provided, however, that none of the plantings are noxious weeds. Native plantings shall be those plants that are plant species that were growing in Minnesota's biomes when European immigrants first arrived in MN.</p> <p>City Code Section 6-28 33 Throwing, placing, depositing, or burning leaves, trash, lawn clippings, weeds, grass, or other material in the streets, alleys, gutters, or drainage swales.</p> <p>Photograph(s) of the described nuisance, taken on 7/2/25 can be found attached on the following page(s).</p>

CORRECTIVE ACTION

As owner or person(s) responsible for address stated above, you are hereby ordered to eliminate all conditions which are in violation of the applicable Maple Plain City Code section(s). Noncompliance with this order or repeat violations will result in an abatement action by the City and possible issuance of a criminal citation. **If you wish to dispute this notice, you must submit a written request for a hearing before the City Council within seven (7) calendar days from the date of this letter. This request must be filed with the City Administrator at cityadmin@mapleplainmn.gov.**

If the nuisance violation has not been corrected by the correction date, then the City will enact Sec. 6-34 – Immediate hazard abatement ordinance. Corrections requiring abatement by the City are done so at the property owner's expense. Remittance of abatement costs is due upon receipt of invoice by the property owner. The City may assess an interest charge per month of 1.5% for unpaid abatement costs. Any unpaid costs shall be collected by assessment against the real property.

Sec. 6-34. - Immediate hazard abatement.

Without need for prior notice, if in the opinion of the official charged with the enforcement of this Code the complained of constitutes an immediate hazard, one that is a threat to the life, health, safety, or welfare of any person or property, the Officer shall, in addition to compliance with the other provisions of this Code, abate the hazardous conditions by whatever means said officer deems proper taking into consideration the nature and extent of the hazardous condition involved.

Section 10, Item A.

Thank you for your prompt attention to this matter!

City of Maple Plain

5050 Independence Street / P.O. Box 97 / Maple Plain, MN 55359

Office: (763) 479-0515 Email: cityadmin@mapleplainmn.gov





City of Maple Plain
5050 Independence Street
Maple Plain, MN 55359
(763) 479-0515
www.mapleplainmn.gov

Date: July 18, 2025

Gerald M. Esnough
1764 Howard Avenue
Maple Plain, MN 55359

Dear Mr. Esnough,

The City of Maple Plain has observed on 7/2/25 and confirmed on 7/14/25 that the vegetation at your property located at 1764 Howard Avenue appears to be in violation of City Code Sec. 6-28(3), which requires grass and weeds to be maintained at a height of less than eight (8) inches. While the Code provides an exemption for native or pollinator-supportive plantings, these plantings must be of a planned, intentional, and maintained nature and must not include any noxious weeds.

Minnesota Statutes § 412.925 further supports the right of property owners to install and maintain a managed natural landscape, which may exceed eight inches in height provided it is (1) planned, (2) intentional, and (3) maintained. This includes native and nonnative vegetation such as wildflowers and ornamental plants but excludes turf-grass lawns left unattended for the purpose of returning to a natural state. The law prohibits the presence of noxious weeds and requires consistent upkeep.

At this time, the vegetation at your property does not demonstrate the characteristics of a planned or maintained landscape and appears to be unmanaged tall grass and weeds. Although certain plants such as daisies are not classified as noxious under the Minnesota Noxious Weed Law, City Code and State Statute require that plantings be actively maintained and purposeful in their arrangement.

As authorized under City Code Sec. 6-28(3) and Minn. Stat. § 18.83, the City may enter the property and abate vegetation that presents a nuisance if not corrected within seven (7) days of this notice. Furthermore, per City Code Sec. 6-34, the cost of such abatement may be assessed to your property.

Please take action to bring your property into compliance within seven (7) calendar days of the date of this letter. If you believe your yard qualifies as a managed natural landscape, we ask that you provide documentation or a maintenance plan for City review, including evidence that the plantings are intentional, regularly maintained, and free of noxious weeds.

If no corrective action is taken within the specified timeframe, the City may proceed with abatement and assess associated costs to your property.

If you wish to dispute this notice, you must submit a written request for a hearing before the City Council within seven (7) calendar days from the date of this letter. This request must be filed with the City Administrator at cityadmin@mapleplainmn.gov.

Should you have questions or wish to discuss this matter, please contact City Hall at (763) 479-0515.

For reference, included with this letter, documentation of the notice of nuisance violation, sustainable natural landscape resource, and a native plant garden design guide by Carmen Simonet Design LLC.

Sincerely,

Kevin Larson
Assistant City Administrator
City of Maple Plain
klarson@mapleplainmn.gov
763-479-0515

From: Jerry Esnough <esnoughj@gmail.com>
Sent: Wednesday, July 23, 2025 11:21 AM
To: City Admin <cityadmin@mapleplainmn.gov>
Subject: Hearing request

Dear Mr. Kolander,

My name is Gerald Esnough at 1764 Howard Ave. For the past ten years here in Maple Plain I have been a Beekeeper. I also grow and maintain pollinator plants on my property. In those ten years I have communicated with the city around making sure I comply with city code 6-38-3A and have been allowed to have my pollinator plants on my property. Though nothing has changed on how I manage my pollinator plants, this year so some reason the city has demanded that I cut them all down within seven days. It also gives me the right to dispute this at the next city council meeting. It requires me to send this written letter to you so that I can come before the city and plead my case. I appreciate you doing so at this time. Please feel free to contact me if you need to, by text for call at 952-223-7076.

Thank you

Geald Esnough 07/23/1925



Relevant City Code and State Statute References

Maple Plain City Code Section 6-28 3A - Specific conditions and acts declared a nuisance.

(A) All noxious weeds, tall grasses, and other rank growths of vegetation which are in violation of state statutes which regulate and /or control growth of weeds and other vegetation and the following:

(1) It shall be the responsibility of all homeowners and landowners to cut grass in excess of the following height and to maintain real property within the city at or below this level of growth:

- (a) Residential, developed land – 8 inches of growth; and
- (b) Commercial/industrial, developed areas – 8 inches of growth.
- (c) (a) and (b) above shall not apply to plantings that are of a type and variety of grass or mixture of grass and flowers that promote insects for pollination or are native plantings; provided, however, that none of the plantings are noxious weeds. Native plantings shall be those plants that are plant species that were growing in Minnesota's biomes when European immigrants first arrived in MN.

Maple Plain City Code Section 6-31. - Enforcement.

(a) The City Administrator or the administrator's officer as designated by the City Council and all law enforcement officers employed or contracted by the City shall enforce the provisions of this article relating to nuisances. Such officers shall have the power to inspect private premises and take all reasonable precautions to prevent the commission and maintenance of public nuisances.

(b) Whenever, in the judgment of the Officer charged with enforcement, it is determined upon investigation that a public nuisance is being maintained or exists within the City, the Officer shall notify by issuing a compliance order to the person committing and maintaining the public nuisance and require said person to terminate and abate the nuisance and to remove the conditions or remedy the defects. The written notice shall be served on the person committing or maintaining the nuisance in person or by registered mail. If the premises are not occupied and the address of the owner is unknown, service on the owner may be had by posting the compliance order on the premises. The compliance order shall require the owner or occupant of the premises, or both, to take reasonable steps within a reasonable time to abate and remove the nuisance, the steps and time to be designated in the notice, but the maximum time for removal of the nuisance after service of the compliance order shall not in any event exceed 30 days. Service of notice may be proved by filing an affidavit of service in the office of the City Administrator setting forth the manner and time thereof. When a compliance order so given is not complied with, the

noncompliance shall be reported forthwith to the City Council for the action as may be necessary and deemed advisable in the name of the City to abate and enjoin the further continuation of the nuisance.

Maple Plain City Code Section 6-33. - Abatement of nuisance by City Council.

Without affecting any other penalty provision of this article, if, after the service of notice, the person served fails to abate the nuisance or make the necessary repairs, alterations, or changes in accordance with the directions of the compliance order within a reasonable time to be determined by the City Council, the nuisance may be abated at the expense of the City and the City shall recover the expenditure, including all reasonable costs incurred. The cost of the remedy shall be a lien against the subject real estate and may be levied and collected as a special assessment in the manner provided by Minn. Stats. ch. 429, as it may be amended from time to time, but the assessment shall be payable in a single installment.

Maple Plain City Code Section 6-34. - Immediate hazard abatement.

Without need for prior notice, if in the opinion of the official charged with the enforcement of this Code the nuisance complained of constitutes an immediate hazard, one that is a threat to the life, health, safety, or welfare of any person or property, the Officer shall, in addition to compliance with the other provisions of this Code, abate the hazardous conditions by whatever means said officer deems proper taking into consideration the nature and extent of the hazardous condition involved.

Minnesota Statutes § 18.83 CONTROL; ERADICATION; NOTICES; EXPENSES.

§ Subd. 6. Authorization for person hired to enter upon land.

The inspector or county-designated employee may hire a person to control or eradicate noxious weeds if the person who owns the land, the person who occupies the land, or the person responsible for the maintenance of public land has failed to comply with an individual notice or with the published general notice when an individual notice cannot be served. The person hired must have authorization, in writing, from the inspector or county-designated employee to enter upon the land.

Minnesota Statutes § 412.221

§ Subd. 23.Nuisances. The council shall have power by ordinance to define nuisances and provide for their prevention or abatement.

Minnesota Statutes § 412.925

§ Subd. 412.925 supports the right of property owners to install and maintain a managed natural landscape, which may exceed eight inches in height provided it is (1) planned, (2) intentional, and (3) maintained. This includes native and nonnative vegetation such as wildflowers and ornamental plants but excludes turf-grass lawns left unattended for the purpose of returning to a natural state. The law prohibits the presence of noxious weeds and requires consistent upkeep.

Minnesota Statutes § 429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.

§ Subd. 1. Ordinances. (a) In addition to any other method authorized by law or charter, the governing body of any municipality may provide for the collection of unpaid special charges as a special assessment against the property benefited for all or any part of the cost of:

(2) weed elimination from streets or private property;

Minnesota Statutes § 429.061 ASSESSMENT PROCEDURE.

§ Subd. 3. Transmitted to auditor, prepayment. After the adoption of the assessment, the clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the county auditor of the county to be extended on the proper tax lists of the county; but in lieu of such certification, the council may in its discretion direct the clerk to file all assessment rolls in the clerk's office and to certify annually to the county auditor, on or before November 30 in each year, the total amount of installments of and interest on assessments on each parcel of land in the municipality which are to become due in the following year. If any installment and interest has not been so certified prior to the year when it is due, the clerk shall forthwith certify the same to the county auditor for collection in the then succeeding year; and if the municipality has issued improvement warrants to finance the improvement, it shall pay out of its general funds into the fund of the improvement interest on the then unpaid balance of the assessment for the year or years during which the collection of such installment is postponed. All assessments

and interest thereon shall be collected and paid over in the same manner as other municipal taxes. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the municipal treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof; and, except as hereinafter provided, the owner may at any time prior to November 15 of any year, prepay to the treasurer of the municipality having levied said assessments, the whole assessment remaining due with interest accrued to December 31 of the year in which said prepayment is made. If the assessment roll is retained by the municipal clerk, the installment and interest in process of collection on the current tax list shall be paid to the county treasurer and the remaining principal balance of the assessment, if paid, shall be paid to the municipal treasurer. The council may by ordinance authorize the partial prepayment of assessments, in such manner as the ordinance may provide, prior to certification of the assessment or the first installment thereof to the county auditor.

§ Subd. 4. Collection, tax-exempt property. On the confirmation of any assessments the clerk shall mail to the county auditor a notice specifying the amount payable by any county, to the clerk or recorder of any other political subdivision a notice specifying the amount payable by the political subdivision and to the owner of any right-of-way, at its principal office in the state, a notice specifying the amount payable on account of any right-of-way. The amount payable on account of any right-of-way or public property shall be payable to the municipality's treasurer and shall be payable in like installments and with like interest and penalties as provided for in reference to the installments payable on account of assessable real property, except that interest accruing shall not begin to run until the notice provided in this subdivision has been properly given and 30 days thereafter have elapsed. The governing body of any such political subdivision shall provide for the payment of these amounts and shall take appropriate action to that end. If the assessment is not paid in a single installment, the municipal treasurer shall annually mail to the owner of any right-of-way and, as long as the property is publicly owned, to the owner of any public property a notice stating that an installment is due and should be paid to the municipal treasurer of the municipality which levied the special assessment. The municipality may collect the amount due on account of the right-of-way of any railroad or privately owned public utility by distress and sale of personal property in the manner provided by law in case of taxes levied upon personal property or by suit brought to enforce the collection of this indebtedness unless a different method of collecting such amounts is provided for by any contract between the owner of any right-of-way and the municipality.

Sustainable Natural Landscapes



Planned, intentional, and maintained yards in Minnesota

In Minnesota, the concept of a "managed natural landscape" has gained traction, driven by both ecological awareness and a desire for lower-maintenance yard options. This shift is supported by recent state law that prevents cities from prohibiting planned, intentional, and maintained native landscapes on private property, including front yards.

What is a managed natural landscape?

A managed natural landscape is defined as "a planned, intentional, and maintained planting of native or nonnative grasses, wildflowers, forbs, ferns, shrubs, or trees, including but not limited to rain gardens, meadow vegetation, and ornamental plants". It's crucial to understand that it doesn't encompass neglected turf grass lawns.

Key features of managed natural landscapes in Minnesota

- **Native Plants:** These are crucial as they are adapted to Minnesota's climate and require minimal watering and maintenance once established.
- **Pollinator-Friendly:** Native landscapes attract pollinators like bees and butterflies, contributing to a healthy ecosystem.
- **Low Maintenance:** Choosing native plants and incorporating features like permeable paving or mulching can significantly reduce the need for watering, mowing, and weeding.
- **Water Conservation:** Many native plants are drought-tolerant and can thrive with less watering, especially when techniques like rain gardens or permeable hardscaping are incorporated.
- **Reduced Chemical Use:** A healthy, diverse ecosystem built with native plants can naturally resist pests and diseases, minimizing the need for herbicides and pesticides.

- **Assess your yard:** Consider sun exposure, soil type, existing plants, and desired functions for different areas.
- **Choose the right plants:** Select native or hardy plants that are well-suited to your specific conditions and the local USDA hardiness zone (Minnesota generally ranges from zones 3 to 5).
- **Minimize Water Use:** Group plants with similar watering needs, and consider using drip irrigation or soaker hoses to deliver water efficiently.
- **Mulch:** Apply a layer of organic mulch to suppress weeds, retain moisture, and improve soil health.
- **Compost:** Incorporate compost into your soil to enrich it and provide nutrients.
- **Reduce or Eliminate Chemicals:** Embrace organic gardening practices and minimize the use of pesticides and herbicides.
- **Embrace Natural Processes:** Allow certain plants to go to seed to attract birds and other wildlife, and accept a slightly wilder aesthetic.

By embracing managed natural landscapes, Minnesotans can create beautiful, sustainable, and enjoyable yards that benefit both themselves and the local environment.

The 5 considerations of sustainable Landscape Design by the University of Minnesota Extensions

Landscaping can be exciting, fun and rewarding. But deciding how to start a project can be overwhelming. The five considerations of design are a good starting point, and the following videos on each of the considerations and a case study example explain the process.

Thinking through what you want to be able to do in your landscape, maintenance, and how to have a positive effect on the environment really helps guide the rest of your project toward a long-lasting and beautiful landscape.

- **Function:** Support what you want to do and need to accomplish in your landscape.
 - Entertaining, games, pet, access, firepit, rainwater harvesting, composting, garbage/recycling
- **Maintenance:** Reduce maintenance and support proper best maintenance practices in your landscape.
 - Mowing, pruning, mulching, watering, snow removal
- **Environmentally sound:** Minimize or eliminate negative effects on the surrounding environment and animals.
 - Reduce plant stress by selecting plants with growing requirements that match your site conditions (soil, sun, planting space).
 - Plants that are growing in optimal conditions are less stressed and can tolerate or recover from insect damage, animal browsing, disease, weed competition and weather events.
- **Cost-effective:** Design within budget (cost, labor, time, etc.)
 - Put the right plant in the right place to avoid having to replace plants that die or perform poorly because they are planted in the wrong growing conditions.
 - Install hardscape correctly to eliminate future problems with heaving, cracking, failing walls, etc.
 - Plant trees with enough room to grow so you don't have to hire a tree care company every year to prevent them from growing over your roof.
- **Visual appeal:** Design for what you want to see in your landscape.
 - Views from your windows, patio, or deck.
 - Materials for hardscape.
 - Colors of flowers, foliage.



Executive Summary

City Council Business Meeting

AGENDA ITEM-NEW BUSINESS:	Resolution 2025-0825-02- Authorizing the Abatement of 1764 Howard Avenue
PREPARED BY:	Kevin Larson, Assistant City Administrator
RECOMMENDED ACTION: Approve the order for Abatement in Resolution 2025-0825-02	

Summary

In conjunction with the hearing for the assertion that the vegetation at 1764 Howard Avenue qualifies as a pollinator garden and is therefore exempt from the City’s tall vegetation and noxious weeds ordinance.

Resolution 2025-0825-02 has been prepared should the Council proceed with abatement. If the nuisance determination and abatement order are upheld, and Mr. Esnough does not comply by trimming grass/weeds or maintaining only a managed natural landscape, the City may abate the nuisance and recover costs via special assessment.

CITY OF MAPLE PLAIN

RESOLUTION NO. 2025-0825-02

A RESOLUTION AUTHORIZING THE ABATEMENT OF TALL VEGETATION AND NOXIOUS WEEDS AT 1764 HOWARD AVENUE

WHEREAS, on July 2, 2025, the City of Maple Plain cited the property located at 1764 Howard Avenue, Maple Plain, Minnesota, owned by Mr. Gerald Esnough, for violations of City Code Sec. 6-28(3)(A) related to tall vegetation and noxious weeds; and

WHEREAS, on July 18, 2025, the City issued a final notice before abatement, advising the property owner of the City’s intent to enter the property and abate vegetation identified as a nuisance, citing City Code Sec. 6-28(3), City Code Sec. 6-31, City Code Sec. 6-33, City Code Sec. 6-34, and Minn. Stat. § 18.83 as the legal authority for such actions; and

WHEREAS, on July 23, 2025, the property owner formally requested a hearing before the City Council to dispute the violation, asserting that the vegetation constituted a pollinator garden; and

WHEREAS, pursuant to City Code Sec. 6-31, the City Administrator or designated enforcement officers are authorized to inspect private premises, take reasonable precautions to prevent the maintenance of public nuisances, and issue compliance orders requiring abatement; and

WHEREAS, under City Code Sec. 6-33, if a nuisance is not abated within the time required by a compliance order, the City Council may cause the nuisance to be abated at the expense of the City, with costs recovered as a lien and levied as a special assessment under Minn. Stat. ch. 429.101; and

WHEREAS, the City Council has reviewed the evidence presented by City staff and Mr. Esnough and has determined that the conditions on the property constitute a public nuisance as defined by the Maple Plain City Code; and

WHEREAS, the City Council has issued an abatement order directing Mr. Esnough to trim the grass and weeds on his property within seven (7) calendar days of this resolution, or by a specific date established by the Council; and further, if the required action is not completed within the specified timeframe, the Council may proceed to abate the nuisance and recover all associated costs from Mr. Esnough through a special assessment; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maple Plain, Minnesota, that:

1. The City Council hereby finds that the property at 1764 Howard Avenue contains tall vegetation and noxious weeds in violation of City Code Sec. 6-28(3), City Code Sec. 6-31, and City Code Sec. 6-34.

- 2. City staff are authorized to proceed with the abatement of the nuisance vegetation in accordance with the Maple Plain City Code Sec. 6-31, City Code Sec. 6-33, Minn. stat. § 429.101 and Minn. stat. § 18.83.
- 3. Mr. Escough shall trim grass and weeds on his property within the allotted time or the Council will abate the nuisance and recover all costs through special assessment.
- 4. All costs of abatement, including administrative fees, shall be assessed against the property in accordance with City Code Sec. 6-33, Minn. Stat. § 429.101 and Minn. Stat. § 429.061, and added to the property’s tax roll if not paid within the time specified by the City.
- 5. This Resolution shall be effective immediately upon its adoption.

Adopted by the City Council of the City of Maple Plain this 25th day of August, 2025.

Mayor: Julie M. Maas-Kusske

City Administrator: Jacob Kolander



Executive Summary

City Council Business Meeting

AGENDA ITEM-NEW BUSINESS:	Resolution 2025-0825-01- Allow for Admin to Process Past Due Escrow to Collections
PREPARED BY:	Jacob Kolander, City Administrator
RECOMMENDED ACTION: Adopt Resolution No. 2025-0825-01 to authorize the placement of the past due escrow balance with Pioneer Capital Solutions, Inc.	

Summary

River Oaks of Minnesota submitted a land use application on January 3, 2024, for the property located at 1520 Wyman Avenue. The City incurred costs totaling \$5,651.38 for project review and related services, which were invoiced in accordance with the City’s Fee Schedule and the signed application agreement.

Despite multiple collection attempts—including a formal notice issued on July 2, 2025, and confirmed delivery on July 9, 2025—River Oaks of Minnesota has not remitted payment or provided a resolution. The City has exhausted direct collection efforts.

To recover the outstanding balance, the City has entered into a Service Agreement with Pioneer Capital Solutions, Inc., dated July 18, 2025. Under this agreement, Pioneer Capital Solutions will retain 30% of any amount successfully collected, which equates to \$1,695.41 if the full balance is recovered. This fee is only payable upon successful collection.

The attached resolution authorizes the City Administrator to place the debt with Pioneer Capital Solutions and provide all necessary documentation to support the collection process. Upon placement, the City will cease direct collection efforts in accordance with the agreement.

Recommendation:

Adopt Resolution No. 2025-0825-01 to authorize the placement of the past due escrow balance with Pioneer Capital Solutions, Inc.

CITY OF MAPLE PLAIN

RESOLUTION NO. 2025-0825-01

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO PLACE THE
PAST DUE ESCROW BALANCE FOR PROJECT #22007 WITH A
COLLECTIONS SERVICE

WHEREAS, River Oaks of Minnesota submitted a land use application dated January 3, 2024, for the property located at 1520 Wyman Avenue, Maple Plain, MN, and incurred expenses related to project review and associated services; and

WHEREAS, the City of Maple Plain issued multiple invoices totaling \$5,651.38 for services rendered, including consultant and staff time, as outlined in the City's Fee Schedule and affirmed by the signed application and supporting documentation; and

WHEREAS, the City has made multiple attempts to collect the outstanding balance, including formal notice dated July 2, 2025, and confirmed delivery of said notice on July 9, 2025; and

WHEREAS, River Oaks of Minnesota has failed to remit payment or provide a satisfactory resolution, despite being duly notified of their financial obligations under City Code and the terms of the application; and

WHEREAS, the City has entered into a Service Agreement with Pioneer Capital Solutions, Inc., dated July 18, 2025, for the purpose of recovering unpaid debts through lawful collection efforts;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
MAPLE PLAIN, MINNESOTA:

1. The City Administrator is hereby authorized to place the outstanding escrow balance of \$5,651.38 related to Project #22007 with Pioneer Capital Solutions, Inc. for collection.
2. The City Administrator shall provide Pioneer Capital Solutions with all necessary documentation to verify the debt and facilitate the collection process.
3. The City shall cease direct collection efforts upon placement of the account with Pioneer Capital Solutions, in accordance with the terms of the Service Agreement.
4. This resolution shall take effect immediately upon its adoption.

Adopted by the City Council of the City of Maple Plain this 25th day of August, 2025.

Mayor: Julie M. Maas-Kusske

City Administrator: Jacob Kolander



Executive Summary

City Council Business Meeting

AGENDA ITEM-NEW BUSINESS:	Ordinance 334- Charging for Excessive Lift Assists
PREPARED BY:	Jacob Kolander, City Administrator
RECOMMENDED ACTION: Approve Ordinance 334	

Summary:

The proposed Ordinance No. 334 amends Chapter 1 of the Maple Plain City Code to establish a fee structure for emergency lift assist service calls to assisted living facilities. These calls typically involve non-emergent responses by public safety personnel to assist residents who have fallen or need physical assistance but do not require medical treatment or transport.

Purpose:

Under Minnesota Statutes § 144G.41, assisted living facilities are required to maintain adequate staffing to meet the foreseeable needs of their residents, including mobility assistance. However, the City’s public safety departments have been experiencing a high volume of lift assist calls, which has placed a strain on limited resources and impacted service availability for other residents.

This issue has been discussed with representatives from Haven Homes and Comfort Haven, who were informed of the City’s concerns and the intent to pursue a cost-recovery mechanism. The ordinance is authorized under Minn. Stat. §§ 366.011 and 415.01, which permit municipalities to impose fees for emergency services.

Key Provisions:

Definitions: Clarifies terms such as “lift assist,” “non-emergent fall response,” and “assisted living facility.”

Fee Structure:

- 1–5 calls/year: \$250 per call
- 6–8 calls/year: \$500 per call

- 9+ calls/year: \$850 per call

Billing & Collection:

- Public Safety will document service calls and forward records to the City Administrator.
- Invoices will be issued quarterly, with a 30-day payment window.
- Delinquent accounts will accrue 8% annual interest.
- Unpaid amounts by September 1 may be certified to Hennepin County for collection as a service charge under Minn. Stat. § 366.012.

Impact: This ordinance encourages assisted living facilities to meet their staffing obligations and reduces the burden on public safety personnel. It also ensures that the City can recover costs associated with repeated non-emergent service calls, preserving emergency response capacity for the broader community.

Recommendation:

Staff recommend that the City Council approve Ordinance No. 334.

ORDINANCE NO. 334

CITY OF MAPLE PLAIN

AN ORDINANCE AMENDING MAPLE PLAIN CITY CODE CHAPTER 1
REGARDING EMERGENCY SERVICES PROVIDED TO
ASSISTED LIVING FACILITIES

THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN DOES ORDAIN:

SECTION 1. AMENDMENT. The Maple Plain City Code Chapter 1 is hereby amended as set forth below to add the following language:

Section 1-19. – Lift Assist Emergency Services.

- (a) *Purpose.* Assisted living facilities are required to have the staffing to meet the reasonably foreseeable needs of their residents, including mobility needs. Minn. Stat. § 144G.41. The City Council finds that the City has limited staff and resources and that repeated service responses to assisted living facilities present a burden to the community by limiting the availability of law enforcement, public safety protection, and first responder services to other residents of the City. Minn. Stat. §§ 366.011 and 415.01 authorizes the City to charge for emergency services.
- (b) *Definitions.* The following words, terms, and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Assisted living facility means any facility that is licensed by the state department of health pursuant to Minn. Stat. § 144G.10 and meets the definition of “assisted living facility” contained in Minn. Stat. § 144G.08, subd. 7, as it may be amended from time to time.

City Administrator means the City Administrator or designee.

Lift assist means a response by a peace officer or firefighter to a call for service or assistance to physically move a person who does not require and is not provided by Public Safety any emergency medical services or any services related to patient transportation, care, treatment, or health care. Lift assist also includes non-emergent fall response. Regardless of how classified by dispatch, the determination that a service call is a lift assist is at the discretion of the responding peace officer or fire fighter.

Non-emergent fall response means a response by peace officer or firefighter to a reported fall where the individual is uninjured or has minor injuries not requiring transport and for which facility staff request assistance primarily for lifting.

Public Safety means the collective reference to the West Hennepin Public Safety and City Fire Department or other entity that provides fire protection.

Service call means a single dispatch of Public Safety West Hennepin Public Safety Department, City Fire Department or other entity that provides fire protection, or both, to an assisted living facility.

- (c) *Fee imposed.* An assisted living facility shall pay for each lift assist service call as set forth below:

<u>Fee Description</u>	<u>Amount</u>
1 to 5 service calls within a 1-year period	\$250.00 per service call
6 to 8 service calls within a 1-year period	\$500.00 per service call
9 or greater service calls within a 1-year period	\$850.00 per service call

The above fee may be set by agreement between the City and an assisted living facility, which agreement will include, among other things, provisions similar to subsection (d) below.

- (d) *Invoice, delinquency, and collection.*
- (1) Public Safety shall maintain records in connection with service calls and shall forward the records to the City Administrator.
 - (2) The City Administrator shall be responsible for the collection of accounts due and owing for each service call. The City Administrator shall invoice each assisted living facility at least quarterly for service calls received with payment being due within 30 days of the invoice date. Unpaid invoices shall be considered delinquent and accrue interest at a rate of eight percent per annum.
 - (3) Unpaid delinquent amounts not paid by September 1 may be certified to Hennepin County for collection as a service charge as provided for in Minn. Stat. § 366.012.

SECTION 2. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and publications as required by law.

Adopted by the City Council of the City of Maple Plain this 25th day of August, 2025.

Julie Maas-Kusske, Mayor

ATTEST:

Jacob Kolander, City Administrator

Published in the _____ on _____, 2025.



Executive Summary
City Council Business Meeting

AGENDA ITEM:	Review Quotes from MEB
PREPARED BY:	Jacob Kolander, City Administrator
RECOMMENDED ACTION:	It is recommended that the City Council approve the quote for Poplar and Willow Street improvements from MEB Enterprises Inc., funded through the Stormwater Capital Improvement Fund, due to the urgent need to restore proper drainage and prevent further infrastructure degradation. The Rainbow Park parking lot project may also be approved for this year using available Capital Improvement Funds, pending Council direction.

Summary:

The City of Maple Plain requested quotes from MEB Enterprises Inc., who is currently performing drainage and parking lot improvements at Bergenson Caswell. Their familiarity with local conditions and active presence in the area makes them a suitable contractor for these additional projects.

1. Poplar & Willow Streets

- **Total Quote:** \$20,250.00
- **Scope:** Clearing and grubbing ditch lines, reestablishing drainage, jetting stormwater infrastructure, and light gravel regrading and repair.
- **Urgency:** This project is a **high priority** due to a significant accumulation of mud and debris obstructing ditches, which is impeding water flow and contributing to drainage issues.
- **Tick Point Work:** Includes up to one hour of “tick point” work per catch basin (CB)—inspection and cleaning of CBs, checking flow capacity, and identifying needed repairs. Additional work beyond this scope will require City approval and may incur extra costs.
- **Funding Source:** Proposed to be funded through the Stormwater Capital Improvement Fund.

2. Rainbow Park Parking Lot

- **Total Quote:** \$24,500.00
- **Scope:** Removal and replacement of 2,422 ft² of asphalt, including sub cutting, geotextile installation, recycled class five base, and two 2-inch asphalt lifts.
- **Priority:** This project is not a critical need and can be held until next year. However, Capital Improvement Funds are available to complete the project this year if the City Council chooses to proceed.
- **Additional Notes:** Includes traffic control. Curb and gutter work, soil correction, and other additions will require a signed change order. No warranties are provided on existing or customer-supplied materials.

Recommendation:

It is recommended that the City Council approve the quote for Poplar and Willow Street improvements from MEB Enterprises Inc., funded through the Stormwater Capital Improvement Fund, due to the urgent need to restore proper drainage and prevent further infrastructure degradation. The Rainbow Park parking lot project may also be approved for this year using available Capital Improvement Funds, pending Council direction.

MEB Enterprises INC.
P.O. Box 362
Loretto MN 55357
612-221-2512
Email: Estimates@mebentinc.com

This quote is prepared by MEB Enterprises INC. for the City of Maple Plain.

Work site locations: Rainbow Park

MEB Enterprises proposes to do the work listed below for the sum of \$24,500.00.

Scope of work to be performed:

MEB proposes to saw cut and remove existing asphalt from the area Identified by the city marked in white spray paint equaling up to 2422 ft.² . MEB will sub cut this area 6 inches and install geotextile and 6 inches of recycled class five with companion. MEB will install 2422 ft.² of asphalt in two 2 inch lifts.

Notes:

MEB will provide traffic control for this project.

There is not any curb and gutter included in the scope and if it needs to be added it would be done so with a change order.

Any excavation to correct the soil beyond the scope will be an additional charge.

Any additional work requested to be completed will be done at additional cost with a signed change order.

MEB offers no warranties or guarantees on any materials existing or provided by customer.

Customer is responsible for watering and taking care of the seeded, sod and planted areas.

MEB Enterprises INC.
P.O. Box 362
Loretto MN 55357
612-221-2512
Email: Estimates@mebentinc.com

This quote is prepared by MEB Enterprises INC. for the City of Maple Plain.

Work site locations Industrial, Poplar and Willow

MEB Enterprises proposes to do the work listed below for the sum of \$20,250.00.

Scope of work to be performed:

MEB proposes to Clear and grub ditch lines along industrial, Poplar and Willow Street. Clean and reestablish ditch lines for proper drainage. Jet stormwater infrastructure to reestablish proper capacities and flow. regrade and light repair of gravel for Poplar and Willow.

Included in this price is up to one hour of tick point For each CB. If more extensive repairs are needed to repair the CB's or any of the stormwater infrastructure, it will be done and additional cost and will be approved by our representative of the city.



Executive Summary

City Council Business Meeting

AGENDA ITEM:	Fire Department Painting Quotes
PREPARED BY:	Jacob Kolander, City Administrator
RECOMMENDED ACTION:	I recommend the Council approve the bid from Mike Johnson Painting LLC in the amount of \$17,500 for the exterior painting of the Maple Plain Fire Station to be paid with Capital Improvement Funds from the General Fund

Summary:

After reviewing the bids and Chief Denneson's memo, I concur with his recommendation to award the project to Mike Johnson Painting LLC. Johnson's bid of \$17,500 is competitively priced, falling in the middle of the three quotes, and only slightly above the lowest bid. Importantly, Mike Johnson is a long-time Maple Plain resident with over 25 years in the community, and he is known for high-quality workmanship and strong local reputation.

The scope of work includes thorough surface preparation, masking, priming, and application of two coats of Sherwin Williams paint in the designated color scheme. Johnson Painting's proposal demonstrates a clear understanding of the project requirements and reflects a commitment to quality and community service.

Recommendation: I recommend the Council approve the bid from Mike Johnson Painting LLC in the amount of \$17,500 for the exterior painting of the Maple Plain Fire Station. Funds to be used from the Capital Improvement Fund from the General Fund.



MAPLE PLAIN

FIRE DEPARTMENT

1645 Pioneer
Maple Plain, MN 55359 Section 10, Item F.

(763) 479-0520

mpfirechief@mapleplainmn.gov

vmapleplainfire.com

MPFD MEMO

Date: 8-19-2025

To: Administrator Kolander

From: Chief Denneson

RE: Painting the Fire Station

As per directed, I have obtained 3 quotes for painting the Fire Station. The 3 quotes detail the work that they will do to prep and paint the fire station as we want. This will include 3 colors – Black, Grey and Red.

All three companies are from the Twin Cities area and have numerous reviews online from satisfied customers.

My recommendation for painting the building would be Mike Johnson Painting LLC. His quote comes in near the middle of the 3 quotes at \$17,500.00 and is only slightly higher than the lowest bid. Mike Johnson is a resident that has lived in the city for most of his life, currently living on Main St E for over 25 years raising his family here. He is well known in the community and does excellent work. I personally know Mike and his excellent reputation.

Please see the quotes attached to this memo and let me know if you have any questions.



5416 Chicago Ave. Minneapolis 55417
www.varsitypainters.com office: 952-938-3886

July, 2025

Job 25-0758

Contact

Maple Plain Fire Station
Attn: Rick Denneson
763-479-0520
mpfirechief@mapleplainmn.gov

Project

Maple Plain Fire Station
1645 Pioneer Ave
Maple Plain, MN 55359

Exterior Painting Quotation

Included

- Metal fascia
- Siding
- Bollards
- Garage doors
- Hand painted frames
- Utilities/pipes
- Metal container

Application

- Pressure wash surfaces to be painted for a thorough cleaning
- Scrape and sand areas of peeling
- Use a wire brush on peeling paint/fluted block masonry to help remove loose material
- Apply a bonding primer to fascia, garage doors and utilities/pipes to be painted
- Apply a rust inhibiting primer as needed
- Recommend ®Sherwin Williams Loxon XP masonry coating for siding and an industrial enamel for metal trim
- Incorporate a black base rising approximately 4' from ground level around building
- Protect non-painted surfaces with dropcloths, tape and plastic

Note

- Quote excludes entrance doors and black windows
- Quote price is for 2 coats

Pricing

Labor & Materials \$ 13,620.00

We hereby propose to furnish all labor and materials complete with the above specifications. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written requests and will become an extra charge above the original proposal. All agreements contingent upon weather, accidents or delays beyond our control. Liability and workers compensation insurance certificates provided upon request.

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

I/We Agree to accept the terms of this contract for the amount of \$ _____

Authorized owner / representative signature _____ Date _____

5009 Main Street
Maple Plain, MN 55359
Office. . . **612.695.3148**
mjpainter84@gmail.com
www.mikejohnsonpainting.com

Owner's Name:		Owner's Address:	
Owner's City:	Owner's Zip Code:	Owner's Phone:	Owner's Work Phone:
Project Name & Address: Maple Plain fire station			Email:

a. Scope of Work: Mike Johnson Painting hereby submits the following specifications and estimates to paint and/or improve the exterior of the above premises:

	yes	no	
1.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Inspect the surfaces to be painted to determine the work that needs to be performed.
2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chemically treat surfaces that are glossy, chalky, rusty, moldy or that have mildew to provide a good surface to receive the new paint.
3.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Waterblast all surfaces to be painted to clean and to remove loose paint. or...
4.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low -pressure wash and clean all surfaces to be painted.
5.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stripping. Where/How?
6.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Remove loose peeling paint by hand scraping, wire brushing, hand sanding, or power sanding.
7.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Feather sand bare wood surfaces to make the finish smoother and to make paint voids less visible.
8.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fill holes, cracks, or specified damaged areas in the wood surfaces as needed.
9.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Re-set or replace loose or popped nails as needed.
10.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Patch holes, cracks, or any specified damaged areas in the stucco surfaces as needed.
11.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Perform all necessary caulking to non-expansion areas as needed.
12.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Replace any loose glazing material on painted windows as needed.
13.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mask off and cover surfaces, as needed, to protect them from paint and primer.
14.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Apply a full coat of compatible, manufacturers recommended primer to all surfaces to be painted.
15.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Apply a full coat of compatible, manufacturers recommended primer to bare surfaces only.
16.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Apply a full coat of our recommended paint or finish to all surfaces. Recommended paint <u>Sherwin Williams</u>
17.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Split colors on overhang and sidewalls.
18.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Overhang and sidewalls to be same colors.
19.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Apply a full coat of exterior varnish to all stained doors.
20.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Clean up and remove any debris with customer provided trash container and replace objects previously removed or relocated.
21.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Inspect finished job with our customer and correct any items of concern to assure quality control.

After the prep work is completed, 2 coats of paint will be applied to the building using 3 colors.

b. Not Included: *This proposal does not include:*

c. WE PROPOSE to furnish material, equipment and labor in accordance with the above specifications for the sum of:

\$17,500.00 dollars

NOTE: This proposal may be withdrawn if not accepted within N/A days from N/A date.

Respectfully submitted by: _____
Company Representative

d. WE ACCEPT the prices, specifications, and terms as stated in this bid proposal are approved. We authorize you to draw up all necessary contract documents so work can begin.

approved and accepted (owner or owner's authorized agent) _____ date

approved and accepted (second owner - if any) _____ date



Jason Daly
sales@propaintersmn.com

ProPainters Inc.
5933 Portland Ave
Minneapolis, MN 55417
612.388.4549

CONTACT	JOB ADDRESS	ESTIMATE ID	DATE
Rick Denneson (Fire Chief) Maple Plain Fire Department 1645 Pioneer Ave Maple Plain, MN 55359 rickdenneson@mapleplainmn.gov 763.479.0520	Maple Plain Fire Station 1645 Pioneer Ave Maple Plain, MN 55359	9698	May 27, 2025
			EXPIRES Aug 25, 2025

Item

General Description:

ProPainters Inc. will furnish all necessary labor, materials, equipment, and supervision to complete the exterior painting project as outlined in this proposal. Work will be performed in accordance with industry best practices and applicable specifications.

Our Surface Preparation Standards:

Surface preparation will include, but is not limited to:

- Low-pressure washing to remove surface contaminants, chalk, and debris
- Protection of adjacent landscape, fixtures, and surfaces not scheduled for paint
- Masking of windows, doors, and other non-painted areas
- Scraping and feather-sanding of all loose and failing paint to create a sound, paintable surface
- Spot caulking and patching where required
- Priming of exposed or bare substrates with appropriate primer

Our Paint Application Standards:

- Apply two (2) full coats of premium-grade, exterior acrylic latex paint (product TBD) to all designated surfaces
- Application method (brush, roll, spray) will follow manufacturer specifications and project requirements

Finish Expectations:

While every effort will be made to provide a uniform, professional finish, this scope is intended to restore surface integrity and coating performance. Minor cosmetic irregularities (cracks, dents, patch visibility) may remain unless otherwise specified in a supplemental repair scope or change order.

Scope of Work – Exterior Repaint: Maple Plain Fire Station

Prep and repaint all designated exterior surfaces using a 3-color scheme (Black, Grey, Red) in accordance with client specifications. Surfaces to be painted include exterior ribbed Concrete block/Fluted CMU, Coping cap/metal fascia, any previously painted windows (does not include dark clad windows) OH garage bay doors and exterior service doors(trim only), bollards and misc previously painted pipes and utility fixtures as outlined on-site.

Surface Preparation:

- Power wash all areas to remove dirt, mildew, and loose paint
- Scrape, sand, and feather edges of failing paint
- Spot prime bare or rusted metal with rust-inhibitive primer
- Caulk joints and seal gaps as needed for proper paint adhesion
- deteriorated masonry to be sealed and painted over-no repairs

Painting:

- Apply high-performance, exterior-grade coatings suitable for commercial use
- 1 coat of primer (as needed), followed by 2 coats of specified color finish
- Colors: Black, Grey, and Red applied per approved layout
- Application by brush, roll, and/or spray to manufacturer specs

Jobsite Considerations:

- Work performed during daylight business hours or off-hours as scheduled
- All walkways, signage, and fixtures protected during operations
- Jobsite cleaned daily with final walk-through upon completion

Paint/Color Specification

Products: TBD

Sheen : Flat/Matte/Semi-gloss

Color(s) -TBD 3 colors are included in this estimate, any additional colors or sheen will result in change order

Paint scheme:

- Bottom 4 feet of building perimeter to be painted Black
- Remaining fluted CMU walls above 4 feet to be painted Grey
- All elements currently painted Red (e.g., overhead doors, select trim or accents) to be repainted Red to match existing color and placement
- Service doors currently painted red will not be repainted-just the door trim to be painted

1. Workmanship Guarantee:

All labor will be performed in a professional, workmanlike manner in accordance with industry standards and project specifications. All materials will be of quality consistent with the agreed scope of work.

2. Change Orders:

Any alteration or deviation from the scope of work involving additional cost must be authorized in writing through a formal change order. Such changes will be billed as extras and added to the final contract amount.

3. Scheduling and Delays:

Scheduling is contingent upon availability of materials, jobsite access, and weather conditions. ProPainters Inc. shall not be held responsible for delays caused by circumstances beyond its control, including but not limited to strikes, material shortages, or unforeseen site conditions.

4. Payment Terms:

Unless otherwise agreed, a 30% **mobilization payment** is required to schedule work. The remaining balance is due **upon project completion**. For approved municipal or commercial accounts, **Net 30 terms** may be extended by prior agreement. Scheduling priority is based on receipt of deposit and signed contract.

5. Acceptance of Proposal:

Execution of this agreement constitutes authorization to proceed and acceptance of the terms herein. Additional documentation or purchase order may be required by the purchasing entity.

Limited Warranty & Terms

ProPainters Inc. warrants its workmanship against defects for a period of one (1) year from the date the work is substantially completed. This warranty covers labor only and is limited to the scope of services provided under this agreement.

Material Warranty:

All materials are warranted solely by their respective manufacturers. Any claims related to product failure must be made directly to the manufacturer, per their stated warranty terms.

Limitations & Exclusions:

- This warranty is void if the work is altered, repaired, or damaged by others after completion.
- This warranty does not cover damage caused by structural shifts, moisture intrusion, acts of nature, improper maintenance, or misuse.
- Cosmetic imperfections, such as hairline cracks, surface texture variations, or material discoloration not due to workmanship failure, are excluded unless explicitly addressed in the contract.

Notice & Claims Procedure:

To initiate a warranty claim, Buyer must provide written notice to ProPainters within six (6) months of discovering the issue. Any claims not fully resolved within six (6) months of notice will be deemed waived. ProPainters disclaims all liability for any claims not submitted or resolved within these timelines.

Transferability:

This warranty is non-transferable and applies only to the original contracting party and project location.

Quote Validity:

This proposal is valid for sixty (60) calendar days from the date issued. Pricing and availability may be subject to change beyond that period.

Payment Options

1. Check:

Payment by check may be mailed to the address listed on Page 1 of this agreement or hand-delivered upon job completion. Please make checks payable to ProPainters Inc.

2. Credit Card / ACH (E-Check-only as final payment):

We accept major credit cards.

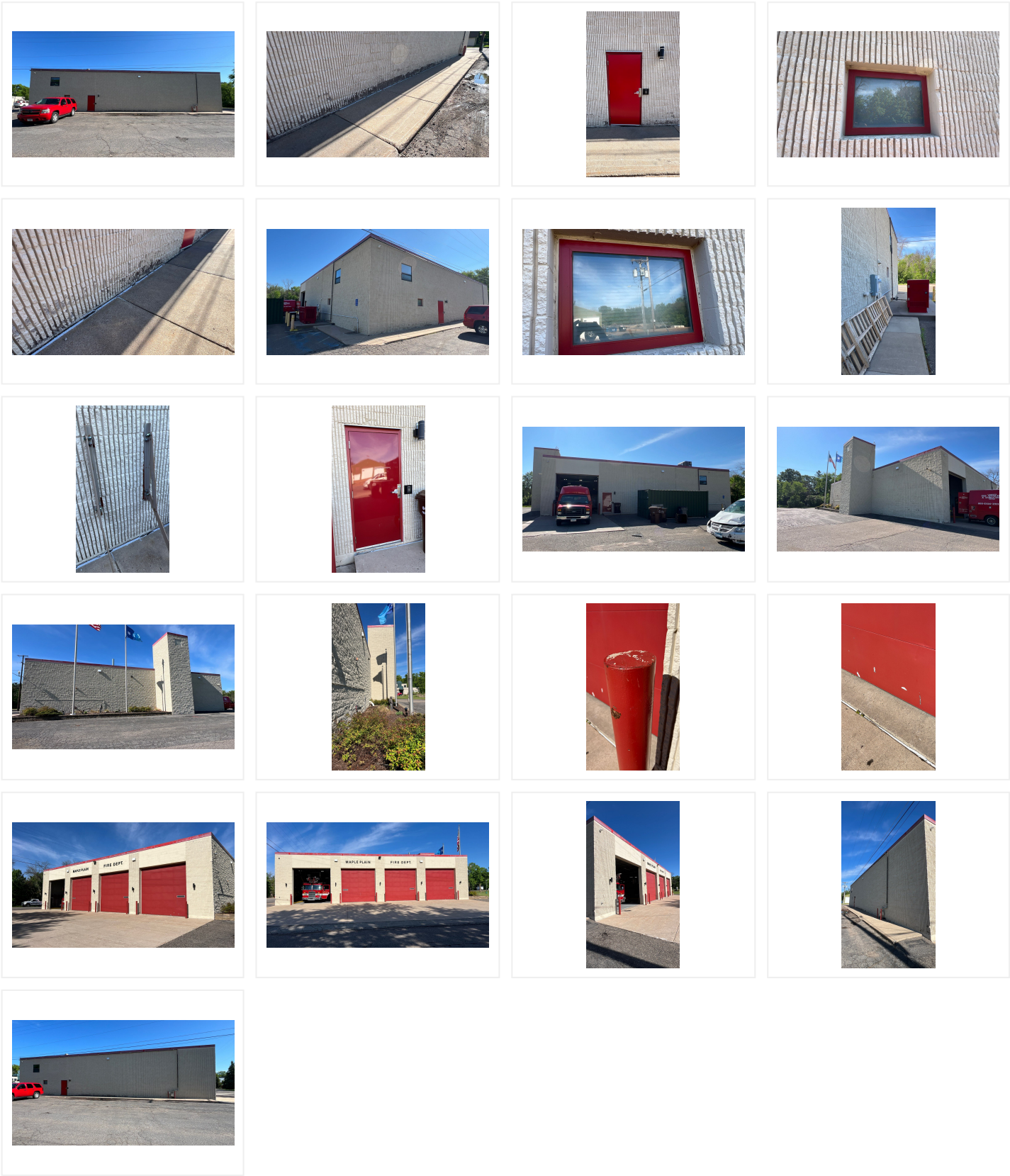
A 3% *processing surcharge* will be applied to all credit card transactions and included on the final invoice.

3. Alternative Arrangements:

If none of the above options are suitable, please notify us in advance to discuss an alternate payment method prior to scheduling.

Total	\$22,110.00
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Scope of Work – Exterior Repaint: Maple Plain Fire Station



Paint/Color Specification



BLACK CAN BE LOWER
LIKE WE DISCUSSED AND
GREY CAN BE MORE
GRAY OF COURSE BUT
THIS IS THE GIST I
THINK

1. The Project

Based solely on ProPainters Inc.’s (“ProPainters”) inspection and the Client’s representations, the scope of work is defined by the Contract Documents (the “Work”). Any modification requires a written Change Order signed by ProPainters and at least one Client.

2. Change Orders

May result in extra charges which are the responsibility of the Client.
Contract Documents: Taken together, the following documents (the “Contract Documents”) describe the Work.

- a) Estimate dated above, as ammended.
- b) Change orders.

3. Price and Payment Terms

ProPainters shall furnish labor and materials for the Work in accordance with the terms and conditions of this Agreement for the sum of [Total price of estimate]. Owner shall make Progress Payments to ProPainters as follows:

- a) As down payment [indicated above] at the time of signing this Agreement
- d) Final payment upon Completion.
- c) Upon Completion, ProPainters and Client shall meet to perform a “walk through” of the Work to prepare and agree upon a Punch List to include all items that require completion or repair.

Client waives any task not included on the Punch List.

4. Client’s Obligations

By signing this Agreement, Client affirms that it is authorized to do the Work on the property and to enter into this Agreement. Client shall grant ProPainters clear access to work areas during normal working hours for workers, parked vehicles, delivery and storage of materials, equipment, and rubbish, and holds ProPainters harmless from damage or injury that may result. ProPainters takes reasonable effort to remove its debris; Client holds ProPainters harmless from any damage or injury caused by any remaining debris. Client agrees to provide electric, water, and other utilities at no cost to ProPainters. ProPainters shall not be expected to keep gates and doors closed or locked; Client holds ProPainters harmless from all claims arising therefrom. ProPainters is not responsible for any damage to property in or near the work area or that ProPainters mov

into or out of the work area, including without limitation, drywall, plaster wall construction, furniture, decorations, plants, wall hangings, or other parts of premises or its contents, and Client holds ProPainters harmless from any such damage.

5. Client's Work

Client shall not direct the working forces, hire subcontractors, or provide materials or labor for the Work without the written authorization of ProPainters.

6. Advertising

Client authorizes ProPainters to place its yard sign on Client's property for identification purposes for workers and material suppliers and for advertising and promotion.

Client grants ProPainters unlimited license to record images of the Work in any form and to reproduce those images for advertising and promotional use.

7. Insurance

ProPainters maintains current insurance policies covering its general liability and workers' compensation obligations.

8. Cancellation

Before work begins, the fee to cancel this agreement without legal right to do so, as liquidated damages and not as a penalty, is 25% of the Agreement price plus the actual costs ProPainters incurred. After work begins, Client is responsible for the entire Agreement price.

9. Late Fee and Collection Costs

A late fee of \$25 shall be charged for any payment received more than 10 days past its due date. Limited to the percent allowable by law, a $1\frac{1}{2}\%$ monthly collection fee will be added to any outstanding balance not paid within thirty (30) days of when due. Client agrees to pay ProPainters's reasonable costs of enforcing any provision of this Agreement without requiring a court action, including attorney's fees, costs, and disbursements. No part of the final payment shall be conditioned on completion of a governmental inspection.

10. Mechanic's Lien Rights

Minnesota law requires us to provide you with the following notice: Any person or company supplying labor or materials for this improvement to your property may file a lien against your Property if that person or company is not paid for the contributions.

Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our Agreement price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.

11. Miscellaneous

This Agreement is subject to the approval of ProPainters management and may be declined any time prior to the start of construction. This Agreement merges all agreements between the Parties; any representations not written into this Agreement are not included. Client assumes complete liability and responsibility for existing or concealed conditions. ProPainters may suspend the Work until ProPainters and Client reach

agreement on any additional cost or time delay. All hazardous conditions including asbestos, mold, or other hazardous or harmful materials that may exist at or within the Property are assumed and agreed by the Parties to have pre-existed ProPainters's work. Client assumes complete liability and responsibility for all such conditions. ProPainters may stop work until the condition is corrected. Client holds ProPainters harmless from all mold, fungus, or biological material damages. Performance under this Agreement is contingent upon strikes, accidents, weather, or other delays beyond ProPainters's control. The price of this Agreement does not include material or labor price increases because of unforeseen problems arising after work has begun, market supply shortages, or unusual spikes in market demand. This Agreement price does not include any governmental permit, service, or access charge.

12. By your signature below, you accept the scope of work, specifications, terms and conditions, and prices as stated in this Agreement. ProPainters is authorized to begin work on the earliest available date.

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ESTIMATOR SIGNATURE

DATE

CUSTOMER SIGNATURE

DATE

Estimate #9698 for Rick Denneson (Fire Chief)

Total value: \$22,110.00

