



Meeting Agenda
Monday, December 2, 2019 (7:00PM)
Green Isle City Hall
Please call 507-720-8586 if you are unable to attend

- I. Call meeting to order**
- II. Pledge of Allegiance**
- III. Agendas & Minutes**
 1. Consider 12/2/2019 Agenda
 2. Consider 11/4/2019 Minutes
- IV. Bills and Communications:**
 - A. RLF Fund Balance: \$2,355.37 (as of 11/29/2019)
- V. Monthly Reports/Updates:**
 1. Mayor's report
 2. Council Liaison report
 - i. Mark Wentzlaff
 - ii. Diane Brown
- VI. Unfinished business:**
 1. Green Isle Refrigerated Warehouse project
 2. Update on areas of improvement within the City (signs, sidewalks) – Brown, Schuft
 3. Update on parcel 34.0037.000 from Mike Westphalen
 4. Request to waive WAC and SAC by Todd Burg, P&Z
 5. Review updated draft of 2020 Fee Schedule and recommend to Council
 - i. Sent to P&Z
 - ii. Sent to Attorney Arneson
 - iii. Sent to Building Inspector Darin Haslip
 6. JIT expansion
- VII. New Business:**
 1. Industrial Park Lot sizes
 2. Consider new prices for industrial park lots
 3. Consider sunseting commercial lots policy
 4. 2020 Goals and Initiatives

VIII. Board and Director Comments

IX. Adjournment



Meeting Minutes
November 4, 2019 (7:00PM)
Green Isle City Hall

I. Call meeting to order

Members Present: Mark Miller, Mark Wentzlaff, Victor Schwartz, Denise Schuft, Diane Brown, Scott Vos, Mayor Joe Kreuger (Jason Mackenthun arrived at 7:05 pm)

Staff Present: Amy Newsom

Absent: None

II. Pledge of Allegiance

III. Agendas & Minutes

1. Consider 11/4/2019 Agenda – Motion by Miller, second by Brown to approve the agenda and minutes. Motion carried.
2. Consider 10/7/2019 Minutes –

IV. Bills and Communications:

- A. RLF Fund Balance: \$ 2,187.73 (as of 11/1/2019)

V. Monthly Reports/Updates:

1. Mayor's report - Mayor Kreger reported that he was in contact with Bel Par Homes and that the company needs to do some advertising that they have lots for sale. They have a home being built at Dakota Technical College that will be moved to Green Isle. Newsom has also reached out to them about advertising. Kreger also mentioned that the solar garden was going up quickly and there is a resident that is not happy about the solar garden.
2. Council Liaison report
 - i. Mark Wentzlaff – Wentzlaff was contacted by Rentzlaff (sp?) Homes looking to build in Green Isle and looking for local carpenters.

- ii. Diane Brown – Brown gave an update on the parks, stating that 2 pieces of equipment have been installed and are ready for the kids to use. The Park Board will continue working on park improvements.

VI. Unfinished business:

1. Green Isle Refrigerated Warehouse project – review of group meeting on October 23– The Board discussed the group meeting held on October 23 and reviewed the timeline presented by Consolidated.
2. Update on areas of improvement within the City (signs, sidewalks) – Brown reported that the City plans to remove many of the sidewalks in 2020.
3. Update on parcel 34.0037.000 – Westphalen has had no interest in the lot.
4. Future Industrial park site (update from Mayor Kreger) - Kreger reported that he spoke with Mrs. Faust and asked her to talk to her children about the possibility of selling her land to the City.
5. Request to waive WAC and SAC by Todd Burg, P&Z – Burg was not present for the EDA meeting. The EDA would like to see more information from Burg on the proposed policy. Newsom will ask Burg to attend the December 2 EDA meeting.

VII. New Business:

1. Review first draft of permit schedule – no comment on the proposed fee schedule. EDA Board members to let Newsom know if they have any changes.
2. JIT expansion – JIT is looking at an expansion in the future. No details on the dates or plans yet. Newsom to follow-up with Angie Carpenter.
3. Business Succession Event – Newsom invited EDA members to attend the upcoming BizLink North presentation.

VIII. Board and Director Comments – Vos questioned if the EDA should consider making the size of the industrial park lots smaller and changing the prices of the lots. Newsom to check with Attorney Arneson if that is an option. The Board also discussed sunsetting the commercial lots policy.

IX. Adjournment - Motion by Miller, second by Brown to adjourn at 7:53 pm. Motion carried.

Amy Newsom, EDA Director

Mark Wentzlaff, President

OWNER	PID	2018 TAX	2019 TAX	2019 TMV	P2020 TMV	INCREASE	%	PROJECT	INCREASE
LUETH	34.0212.020	\$ 366.00	\$ 1,558.00	\$ 56,600.00	\$ 131,600.00	\$ 75,000.00	57%	\$ 3,575.00	\$ 2,017.00
MCLAIN	34.0212.160	\$ 412.00	\$ 464.00	\$ 14,000.00	\$ 115,100.00	\$ 101,100.00	88%	\$ 3,200.00	\$ 2,736.00
COOPER	34.0167.160	\$ 182.00	\$ 3,212.00	\$ 117,900.00	\$ 136,500.00	\$ 18,600.00	14%	\$ 3,750.00	\$ 538.00
STROBEL	34.0175.220	\$ 3,134.00	\$ 3,350.00	\$ 123,000.00	\$ 142,200.00	\$ 19,200.00	14%	\$ 3,800.00	\$ 450.00
DAY	34.0179.130	\$ 582.00	\$ 698.00	\$ 18,000.00	\$ 18,000.00	\$ -	0%	\$ 698.00	\$ -
HARMS	34.0179.260	\$ 606.00	\$ 622.00	\$ 18,700.00	\$ 18,700.00	\$ -	0%	\$ 622.00	\$ -
		\$ 5,282.00	\$ 9,904.00	\$ 348,200.00	\$ 562,100.00	\$ 213,900.00	38%	\$ 15,645.00	\$ 5,741.00

NOTE DAY AND HARMS EVALUATION SHOULD BE AROUND \$180,000 EACH APPROX \$5000 PROP TAX
PROPERTY ONLY SHOWS INCREASE IN VALUE WHEN DWELLING IS ADDED
VACANT PROPERTY WILL NOT INCREASE PRODUCE ANY ADDITIONAL TAXES
ALL PROJECTED PROPERTY TAXES WERE TAKEN FROM COMPS IN NEIGHBORHOOD
SUGGESTED WE GO FORWARD WITH WAC/SAC PROGRAM
WE WOULD LIKE TO BE AWARDED 6 WAC/SAC VOUCHERS FOR 2020
WAC/SAC FEES PER LOT IS APPROXIMATELY \$4800
CITY WILL ALSO RECEIVE ADDITIONAL FUNDING FROM BUILDING PERMITS ISSUED
NO ADDITIONAL SERVICES WILL NEED TO BE ADDED TO THE CITY
WE NEED THESE LOTS FULL OF HOMES TO FILL OUR SCHOOLS, PATRONIZE OUR BUSINESSES
WE NEED THE TAX BURDEN SPREAD AMONG MORE HOUSEHOLDS
WE NEED INCENTIVES TO LURE HOMESTEADS INTO TOWN, NOT JUST BUSINESS
I DO NOT BELIEVE THAT 6 NEW HOMES IN 10 YEARS IS AN ACCEPTABLE GROWTH PATTERN
NEW HOME OWNERS WOULD USE THE MONEY THEY SAVE ON UPGRADES ON HOME
UPGRADES WOULD ALSO INCREASE THE TAXABLE MARKET VALUE OF THE HOME
EXAMPLES WOULD BE AN EXTRA GARAGE STALL, FINISHED BASEMENTS, DECKS, PATIOS

TH 4



2020 Fee Schedule

Updated: October 21, 2019

ANIMALS			
Animal License or Duplicate Animal License		per year	10.00
Unlicensed fine			50.00
Animal pick-up charge			
Impound Expenses		Actual cost	
Animal running at large			
1st offense			10.00
2nd offense			50.00
3rd offense			150.00
each additional offense			250.00
Backyard Chickens Permit		biennial	50.00
BUSINESS SERVICES / MISCELLANEOUS			
Staff Time - Regular Hours		per hour	40.00
Staff Time - After Hours		per hour	60.00
Public Notice			75.00
Comprehensive Plan Amendment/Change		fee + escrow*	500.00
City Code Amendment	Fee may be waived if the amendment benefits the entire community.		250.00
Notary Public			N/C
Golf Cart Permit		annual	10.00
ATV Permit		annual	10.00
On-Site Parking Permit	per extra vehicle, per year		10.00
Copy Cost		per page	0.25
Fax Cost		per page	1.00
Credit Card Payment Fee		5% of charge amount	5%
Returned Check Charge			35.00
Peddler License		annual license	50.00
Solicitor License		annual license	50.00
Fire Works - Temporary Tent/Stand			350.00
Fire Dept. Emergency Call (non-resident of fire district)		per call	500.00
Fire Department Service Call - Billing Rate		1st hour - minimum of 1 hour	500.00
Fire Department Service Call		each additional hour	300.00
Right Of Way Permit - business			50.00
Right Of Way Permit - residential			25.00
RENTAL FACILITIES			
Green Isle Community School		per day	50.00
Green Isle Community Hall/Fire Hall		per day	50.00
Lions Park		per day	50.00
Baseball Field Park		per day	50.00
Security Deposit		per day	150.00
EQUIPMENT - Requires operation by City Staff which is not included in the fee. 1 hour minimum unless otherwise noted.			
City Staff Operation Fee		per hour	50.00
City Staff Operation Fee (after hours)		per hour	75.00
Loader		per hour	150.00
Mower		per hour	50.00
Pick Up Truck		per hour	50.00
Rotary Mower		per hour	60.00
Tanker w/ pump		per hour	100.00
Tractor		per hour	90.00
String Trimmer		per hour	50.00
Chainsaw		per hour	50.00
Trailer		per hour	50.00
LIQUOR LICENSE - Liquor licenses run from July 1 - June 30 (per state of Minnesota Guidelines)			
<i>On-Sale</i>			
Intoxicating Liquor		per year	1250.00
Sunday Liquor Sales		per year	200.00
Wine		per year	100.00
Sunday Liquor Sales		per year	200.00
3.2 Beer / Malt Liquor		per year	150.00
Temporary (1 - 3 day event or up to 12 days in calendar year)		per year	25.00
Extended hours - 2am		per year	500.00

<i>Off-Sale</i>		
Intoxicating Liquor	per year	200.00
3.2 Beer / Malt Liquor	per year	50.00
<i>Miscellaneous Liquor License</i>		
Consumption & Display Permit	per year	100.00
Malt Liquor or Set Up Holder Permit	per year	250.00
Liquor License Investigation Fee - new license	per year	500.00
Liquor License Investigation Fee - established renewal	per year	100.00

FINES & VIOLATIONS

Towing and Storage of Vehicles		
Administrative Penalty		
1st offense		Warning
2nd offense		115.00
3rd offense		130.00
4th offense		150.00
each additional offense increases in increments of \$50		

Abatement Fees Actual Cost

UTILITY RATES

Late Payment Penalty	% of unpaid balance	15%
<i>Water</i>		
WAC		600.00
Meter purchase		260.00
Arlington Connection		2200.00
Residential Water Base Charge	per unit, per month	10.30
Commercial Water Base Charge	per unit, per month	10.30
Residential Water Usage Charge (Per 1,000 gallons)	Tier I - 0 to 10,000 gallons used (.00585) Tier II - 10,001 to 25,000 gallons used Tier III - 25,001 to 99,999 gallons used	
Commercial Water Usage Charge (Per 1,000 gallons)	Tier I - 0 to 80,000 gallons used (.00468) Tier II - 80,001 to 120,000 gallons used Tier III - 120,001+ gallons used	
Water Plant Charge	per unit, per month	8.20
Water Sales	private truck	25.00
	per 1000 gallons for GI residents	3.60
	per 1000 gallons for non-residents	8.30
<i>Sewer</i>		
SAC		500.00
Residential Sewer Base Charge	per unit, per month	55.22
Commercial Sewer Base Charge	per unit, per month	55.22
Residential Sewer Usage Charge (Per 1,000 gallons)	Tier I - 0 to 10,000 gallons used (.00455) Tier II - 10,001 to 25,000 gallons used Tier III - 25,001 + gallons used (.00711)	
Commercial Sewer Usage Charge (Per 1,000 gallons)	Tier I - 0 to 80,000 gallons used (.00455) Tier II - 80,001 to 120,000 gallons used Tier III - 120,001+ gallons used (.00711)	
Non-Seasonal Disconnect/Reconnect Charge	each	30.00
Disconnect/Reconnect Charge	each	30.00
Curb Box Cover	each +	115.00

PLANNING - Application fees may require additional legal, engineering and associated costs.

Excavation Permit		Actual Cost
Fill Permit		Actual Cost
General Sign Permit (no plan review required)	60.00	61.00
Residential Demolition Permit	100.00	101.00
Commercial Demolition Permit	200.00	201.00
Conditional Use Permit - Residential		200.00
Conditional Use Permit - Non-Residential		300.00
Interim Use Permit - Residential		200.00
Interim Use Permit - Non-Residential		300.00
Rezoning Application		350.00
Zoning Amendment		300.00
Variance - Residential		200.00
Variance - Non-Residential		300.00
Street/Alley/Easement Vacation Application Fee		150.00
Annexation Application Fee		300.00
Annexation	per	250.00
Storm Water Plan		250.00
Wetland Mitigation Plan	Fee +	100.00
Parking Reduction		100.00
Application for Appeal		150.00
Sibley County Recording Fee		46.00
Site Plan Review	fee +	300.00
Lot Split		200.00
Boundary Line Adjustment		100.00

Sketch Plat Review	fee +	200.00
Subdivision * Preliminary Plat	fee +	350.00
Subdivision *Final Plat	fee +	250.00
<i>Developer Escrow Deposit (required payment by certified check)</i>		
*Developer Escrow Deposit	up to	2000.00
**Developer Escrow Deposit - Site Plan Review		5000.00
**Developer Escrow Deposit - Site Plan Review Tacoma W Indust Park		15000.00
***Developer Escrow Deposit - Development Review paid at Sketch Plan		10000.00

PARK DEDICATION

Single Family		
Commercial/Industrial		
Basin Connection		
<i>If City Council determines land shall be dedicated, the following requirements shall be met:</i>		
Residential Subdivisions	10% of total property area	
Non-Residential Subdivisions	5% of total property area	

BUILDING PERMITS

<i>Building Permit Fee Calculation</i>		Based on MN State's Uniform Building Code 1997
Valuation \$1 to 5		25.85
\$501 to 2000	\$25.85 for the first 500 plus 3.36 for each additional 100 or fraction thereof, to and including 2,000	
\$2001 to 25,000	\$76.25 for the first 2000 plus 15.40 for each additional 1000 or fraction thereof, to and including 25,000	
\$25,001 to 50,000	\$430.45 for the first 25,000 plus 11.11 for each additional 1000 or fraction thereof, to and including 50,000	
\$50,001 to 100,000	\$708.20 for the first 50,000 plus 7.70 for each additional 1000 or fraction thereof, to and including 100,000	
\$100,001 to 500,000	\$1,093.20 for the first 100,000 plus 6.16 for each additional 1000 or fraction thereof, to and including 500,000	
\$500,001 to 1,000,000	\$3,557.20 for the first 500,000 plus 5.23 for each additional 1000 or fraction thereof, to and including 1,000,000	
\$1,000,001 and up	\$6,172.20 for the first 1,000,000 plus 4.02 for each additional 1000 or fraction thereof	
Building Department Inspection Fees		
Building Permit Fee	100% of above fee schedule + state surcharge	
Building Permit Investigation Fee		45.00
Work done without a permit	Fee is up to actual permit cost	
Reinspection Fees/Additional Inspection fees		Each
Pre-Move Structure Inspections		
per hour + mileage expense from inspector's office		45.00
Moved-In House Permit Fee	fee + permit, plan review, state surcharge, fees for foundation, interior remodel, addition, garage	
Mobile Home Move-In Permit		250.00
Moved-In Shed/Garage	fee + permit, plan review, state surcharge, fees for foundation, interior remodel, addition, garage	
Heating/Cooling Permit - Residential	per fixture + \$1.00 state surcharge	60.00
Commercial/Industrial Plumbing Plan Review	Based on value, 1997 fee schedule + 10%	

GENERAL PERMITS (minor residential alteration)

Rewindow	60.00 permit + 1.00 state	61.00
Reside	60.00 permit + 1.00	61.00
Reroof	60.00 permit + 1.00	61.00
Fence	based on value	35.00



Commercial Lots Policy

The City of Green Isle has acquired lots for the purpose of economic development. The intention of this policy is to set the price of commercial lots. The goal of the City of Green Isle is to increase the tax base for the City. It is the purpose of this policy to outline the terms and conditions of the sale of lots.

1. Sale of lots will be approved by the Green Isle City Council.
2. Commercial Lots will be sold for \$1 per lot when the business meets the following criteria:
 - A. Will create at least 2 full-time equivalent (FTE) positions based in the City of Green Isle.
3. Commercial Lots will be sold for \$5,000 when the business meets the following criteria:
 - A. Will create at least 2 full-time equivalent (FTE) positions.
4. If a lot(s) is purchased for \$1 or \$5,000 and construction is not started within 180 days of closing, the lot(s) will be returned to the City of Green Isle. Purchase price will be refunded, minus closing costs.
5. Commercial Lots that do not meet any of the above criteria will be sold at the Assessed Value.
6. Closing will occur within 4 months of signing the purchase agreement.
7. A Development Agreement must be approved by City Council and both parties must adhere to the terms of the agreement.

2019 GOALS AND INITIATIVES

A. 2019 Goals

- Identify areas of need/improvement in the community
- Work with Council to create a stronger Planning and Zoning Commission
- Work with Council on the City's nuisance properties
- Work with Council to create an EDA budget
- Walking path south of HWY 25
- Adjust Commercial Lots Policy
- Future Industrial Park
- Explore other internet provider options

B. Ongoing Initiatives

- Attract Businesses
- Promote the City of Green Isle