

**The regular meeting of the Greenbush City Council was held on February 18, 2020, in the Greenbush Library Conference Room at 5:30 pm.**

**Members present:** Council Members Brenda Sather, Dennis Filer, Christine Foss, Shawn Walsh

**Others Present:** Dustin Fanfulik, Mary Stauffenecker, John Wynne, Shaun Jevne, Anita Locken

**The meeting was called to order at 5:30 pm.**

### **Public Hearing for Small Cities Development Grant**

#### Purpose of Hearing

1. The purpose of this meeting is that HUD requires that applicants for Small Cities Development Program (SCDP) funding provide citizens an opportunity to offer input into identifying community development and housing needs of the community; including the needs of very low and low-income persons. This public hearing is intended to meet that requirement.

#### 2. Proposed Activities and Project Locations

The activities that Greenbush is proposing to include in this Small Cities Development Program application include: (1) the rehabilitation of 8 single-family low-income owner-occupied houses and (2) the rehabilitation of 6 commercial buildings, (3) the rehabilitation of 4 rental units and (4) streetscape improvements. The maps of the benefiting locations are attached to the information sheets which have been provided to the Council members and are also available on the table here.

#### 3. Overall Costs and Project Financing:

- a) Overall Project Cost: \$1,696,108
- b) Requested Small Cities Funding (SCDP): \$1,154,000
- c) Housing Rehabilitation: \$210,000 (\$192,000 - SCDP)
- d) Commercial Rehabilitation: \$300,000 (\$240,000 - SCDP)
- e) Rental Rehabilitation: \$81,428 (\$50,000 - SCDP)
- f) Streetscape Improvements: \$1,012,680 (\$580,000 – SCDP)
- g) Project Administration: \$92,000 (SCDP)
- h) Leveraged funding (Border State Bank, Northwest Community Action, NW Minnesota Multi-County HRA and the City of Greenbush): \$542,108

#### 4. Implementation Schedule:

It is anticipated that the proposed project will take 30 months to complete. The exact date of project initiation is not known, but it is expected to occur in late Spring or early Summer 2020.

#### 5. Past Performance – Experience of Project Staff:

The City of Greenbush plans on contracting with Northwest Community Action, Inc. (NWCA) to direct the implementation of the proposed project. NWCA has administered six previous SCDP projects (Argyle/Stephen, Warren/Argyle/Stephen, Kelliher, Lancaster, Roosevelt and Hallock) five of which included housing rehabilitation and three of which included commercial rehabilitation). Additionally NWCA is currently administering SCDP projects in Alvarado/Middle River, Warroad, Grygla, Lake Bronson and Warren (all of which include housing rehabilitation activities and one of which includes commercial rehabilitation and one includes rental rehabilitation).

Northwest Community Action has an experienced staff which includes Diane Hayes, Jason Gohman, and John Wynne. Jason directs the agency's Weatherization Program and performs inspections on the Small Cities projects. He has a significant construction background and is well versed in rehabilitation requirements. Diane Hayes has worked with SCDP programs for over 20 years. John Wynne has worked with HUD CDBG and SCDP programs for 40 years.

#### Compliance with Historic Requirements:

We do not believe that there are any historic or potential historic buildings and/or houses in the project area. However, to assure that any historic properties are identified Northwest Community Action will correspond with the Minnesota State Historical Society (and provide photo's) and will follow their recommendations regarding compliance with any federal regulations governing historic properties

No one from the public spoke for or against this grant application. With no one commenting on the grant application the city council closed the public hearing at 5:53 pm.

### **Greenbush Community Partners 4<sup>th</sup> of July ATV Show**

Council was presented a list of projects that Greenbush Community Partners (GCP) has worked on in the last few months. They are now working on projects for the summer of 2020. This year they would like to host an ATV show as part of the 4<sup>th</sup> of July weekend. A draw for this show is that Greenbush area resident John Langaas is one of the riders for this event. This event would be held on July 3<sup>rd</sup>. There would be 2 – 30 minute shows. At this time Borgen Field is the preferred location due to seating and fencing. The total cost of the show is \$5,950. GCP has already paid \$1,500 towards the cost. They are looking for sponsors to help cover the rest of the cost.

**M/S/P Christine Foss/Dennis Filer** to pay \$2,225 for the Big Air Event out of the General Fund Events. Greenbush Community Partners can come back to council if they need further funding.

**In Favor-** Brenda Sather, Dennis Filer, Christine Foss, Shawn Walsh

### **MN DNR Water Report**

Council was given the new MN DNR water report that is to be completed annually. This report collects data from previous years so since this is the first year of the report not all of the information is completed in the report. The main reason council was given this report was so they could see that more water is being pumped through the well than there is water going through water meters. There is about 4.6 million gallons of water that was unaccounted for in 2019.

### **Fire Relief Temporary Liquor License**

**M/S/P Dennis Filer/Christine Foss** to approved the Greenbush Fire Relief Temporary Liquor License for March 28<sup>th</sup> & 29<sup>th</sup>.

**In Favor-** Brenda Sather, Dennis Filer, Christine Foss, Shawn Walsh

### **Small Cities Development Grant**

**M/S/P Shawn Walsh/Christine Foss** to approved resolution 2020-06 approving the Local Government Resolution.

**In Favor-** Brenda Sather, Christine Foss, Shawn Walsh

**Abstained-** Dennis Filer

**M/S/P Shawn Walsh/Christine Foss** to approved resolution 2020-07 approving the Citizen Participation Plan.

**In Favor-** Brenda Sather, Dennis Filer, Christine Foss, Shawn Walsh

The conflict of interest form was signed for the potential conflict of interest with Dennis Filer.

### **2020 Main St N Water Project**

The engineers provided the plans and spec for the 2020 Main St N watermain replacement. Due to the size and timing of this project the city will need to take out temporary financing to cover the construction costs until the MN PFA funding is available.

**M/S/P Shawn Walsh/Christine Foss** to approved resolution 2020-04 approving the Plans and Specs for the 2020 Main St N Water Project.

**In Favor-** Brenda Sather, Dennis Filer, Christine Foss, Shawn Walsh

**M/S/P Dennis Filer/Shawn Walsh** to approved resolution 2020-05 approving the MN Public Facilities Authority application.

**In Favor-** Brenda Sather, Dennis Filer, Christine Foss, Shawn Walsh

### **Walking Path Update**

The MN DOT presentation went well for the TA funding. The committee is meeting to see what projects are awarded funding.

### **Request to Pave the Alley behind the CC**

No Update

### **City-County/Shop**

Waiting on the updated agreement to be finished.

### **Pool House**

We are waiting on bids from contractors.

### **Citizen Complaints/Concerns**

### **Committee Reports**

**Public Works Report-** Public Works Director Jevne presented council with the work order report. He also provided council with an equipment inventory list. Public works is working on removing the snow piles, picnic tables and replacing a valve in the water treatment plant. A few properties have been tested for low water temps. They have been advised to run their water to avoid having their water service line freeze.

**Personnel Committee-** the personnel committee is working on updating the personnel policy and updating job descriptions.

**Audit-** the FY2019 audit is almost complete. The auditor is requesting that some changes be made to the budget. Those proposed changes will be brought to the March meeting.

### **Consent Agenda**

**M/S/P Christine Foss/Shawn Walsh** to approve the consent agenda items with revised bills and minutes (Minutes/Bills-Revised/Receipts).

**In Favor-** Brenda Sather, Dennis Filer, Christine Foss, Shawn Walsh

### **Upcoming Meetings:**

- Regular Council Meetings: at 5:30 pm, March 16<sup>th</sup>, April 20<sup>th</sup> and May 18<sup>th</sup>

**The meeting was adjourned at 6:50 pm.**

Brenda Sather  
Mayor

Anita Locken  
Clerk-Treasurer