

**MINUTES OF THE SPECIAL MEETING  
CITY COUNCIL  
LITTLE CANADA, MINNESOTA**

**OCTOBER 6, 2021**

Pursuant to due call and notice thereof a special meeting of the City Council of Little Canada, Minnesota was convened on the 6<sup>th</sup> day of October, 2021 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

Mayor John Keis called the meeting to order at 7:00 p.m. and the following members of the City Council were present at roll call:

**CITY COUNCIL:** Keis, Miller, McGraw, Fischer and Torkelson. Absent: None.

**ALSO PRESENT:** Public Works Director Bill Dircks, Finance Director Brenda Malinowski, City Clerk/HR Manager Heidi Heller and Bolton & Menk Project Engineer Eric Seaburg.

**IMPROVEMENT NO. 2021-01 GREENBRIER CIRCLE (County Road B2 to the end of the cul-de-sac)**

Mayor Keis opened the Assessment Hearing to consider the adoption of special assessments for Improvement No. 2021-01, Greenbrier Circle (from County Road B2 to the end of the cul-de-sac), consisting of pavement reconstruction, concrete driveway aprons, concrete curb and gutter, and miscellaneous improvements.

The Engineer reviewed project costs, noting that the initial estimate was \$366,125, and the final estimated cost is \$331,600. He noted that \$119,465 are assessable costs. He explained how the assessment amounts for each property were determined. He then reviewed assessment payment methods which provide for payment (either in full or part) with no interest within the first 30 days after the assessment is adopted, or allowing the assessment to be certified against property taxes for collection over a 10-year period at an interest rate of 3.25%. The Engineer noted that after certification, assessments can be paid off early to the County at any time. He suggested, however, that payments should be made prior to November 15<sup>th</sup> in the given year or the County will add the next year's interest to the balance.

The Project Engineer reported that anyone wishing to object to the proposed assessment must do so in writing at this time. Submitting a written objection will preserve the property owners right to contest the assessment in District Court. There were no written objections received.

Fischer asked what the rational was for using an equal flat rate for each property's assessment. The Project Engineer stated that since all of the properties were of similar size in this area, it made sense for everyone in this project area to pay the same rate.

There were no attendees. There were no comments from the general public.

Upon motion by Fischer, seconded by McGraw, the assessment hearing was closed.

**MINUTES  
CITY COUNCIL SPECIAL MEETING (ASSESSMENT HEARING)  
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Fischer introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2021-10-112 – APPROVE ADOPTING THE ASSESSMENT ROLL FOR IMPROVEMENT NO. 2021-01, GREENBRIER CIRCLE (County Road B2 to the end of the cul-de-sac) CONSISTING OF PAVEMENT RECLAMATION INCLUDING PAVEMENT RECONSTRUCTION, CONCRETE DRIVEWAY APRONS, CONCRETE CURB AND GUTTER AND MISCELLANEOUS IMPROVEMENTS AS RECOMMENDED BY CITY ENGINEER, AND SETTING THE INTEREST RATE AT 3.25%***

The foregoing resolution was duly seconded by Torkelson.

Ayes (5).

Nays (0). Resolution declared adopted.

**There being no further business, the meeting was adjourned at 7:11 p.m.**

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John T. Keis, Mayor

Attest:

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Heidi Heller, City Clerk