



# MORRISON COUNTY BOARD OF COMMISSIONERS OFFICIAL MINUTES

NOVEMBER 22, 2016

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The meeting was held in the County Board Room, Government Center, Little Falls MN, and was called to order at 9:00 a.m. by Chairman Winscher.

**Members present:** Commissioners Randy Winscher, Duane Johnson, Mike Wilson, Jeff Jelinski, and Kevin Maurer.

**Staff present:** Deb Gruber, Tabitha Maher, Steve Backowski, Brad Vold, Deb Lowe, Brian Middendorf, Penny Pesta, Amy Kowalzek, Steve Messerschmidt, Emily Wilmes, Katy Kirchner, Glen Erickson, and Shawn Larsen.

**Others present:** Tyler Jensen, Mark Slupe, Tom Anderson, Christine Ziehmman, Gary Ziehmman, Jeff Ernst, and Pam Baltes.

## APPROVAL OF COUNTY BOARD MINUTES

A motion was made by Commissioner Maurer, seconded by Commissioner Johnson and carried unanimously to approve the Morrison County Board of Commissioner Minutes for November 8, 2016.

## AGENDA CHANGES

A motion was made by Commissioner Jelinski, seconded by Commissioner Wilson and carried unanimously to adopt the agenda as presented.

## FISH TRAP LID

Tom Anderson, Fish Trap LID representative, presented the District Budget for 2017 and reported on various activities over the last year. A motion was made by Commissioner Maurer, seconded by Commissioner Wilson to approve the 2017 Budget for the Fish Trap Lake Improvement District at \$23,400, \$60 per parcel. The motion carried on a roll call vote with all Commissioners voting "aye".

## SOCIAL SERVICES REPORT

A motion was made by Commissioner Johnson, seconded by Commissioner Jelinski and carried unanimously to approve the submission of the "Determination of Need Application for Expansion of DT&H Services" for Employment Enterprises in Morrison County.

Brad Vold, Social Services Director, and Penny Pesta, Adult Supervisor, shared information on the activities of the Adult Mental Health Unit.

## AUDITOR'S REPORT

A motion was made by Commissioner Johnson, seconded by Commissioner Wilson and carried unanimously to approve the Minnesota Trail Assistance Program Agreement for fiscal year 2017 for the Morrison County Recreational Trails Association Snowmobile Trails and authorize the disbursement of funds as they are received.

A motion was made by Commissioner Maurer, seconded by Commissioner Jelinski and carried unanimously to approve Mary of Lourdes School to hold a raffle on January 27, 2017 at the Falls Ballroom and St Joseph Church of Morrill to hold a bingo & raffle on March 5, 2017 at the Parish Hall in Morrill.

A motion was made by Commissioner Jelinski, seconded by Commissioner Johnson and carried unanimously to approve a 1-day Temp Liquor License to the Little Falls Youth Baseball Association to hold an event on December 10, 2016 at the Falls Ballroom.

Steve Messerschmidt, Finance Director reviewed the October 31, 2016 Cash Report.



# MORRISON COUNTY BOARD OF COMMISSIONERS OFFICIAL MINUTES

NOVEMBER 22, 2016

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## COUNTY BOARD WARRANTS

A motion was made by Commissioner Johnson and seconded by Commissioner Wilson to approve the following Resolution:

WHEREAS, the Morrison County Board of Commissioners have reviewed the list of County Board Warrants;

NOW THEREFORE, BE IT RESOLVED, that the list of County Board Warrants on file in the Auditor/Treasurer's Office for November 22, 2016 be approved for payment:

REVENUE	\$	61,556.91
PUBLIC WORKS	\$	126,863.93
SOCIAL SERVICE	\$	240,569.44
SOLID WASTE	\$	4,296.44
PARKS	\$	446.00
LOCAL COLLABORTIVE	\$	21,721.84
	TOTAL	\$ 455,454.56
MEALS	\$	63.63
CREDIT CARDS	\$	19,332.48

Motion carried on a roll call vote with all Commissioners voting "aye".

A motion was made by Commissioner Johnson and seconded by Commissioner Wilson to approve the Commissioners Expense Reports as presented. Motion carried on a roll call vote with all Commissioners voting "aye".

## EXTENSION REPORT

Emily Wilmes Extension Educator, presented the County Report for the month of October 2016 and reported on various events that have and will be taking place in the upcoming months.

## PLANNING AND ZONING REPORT

A motion was made by Commissioner Maurer, seconded by Commissioner Johnson and carried unanimously to adopt Findings of Fact and Conclusion in the matter of the need for an EIS for the Doucette Gravel Pit.

## PUBLIC WORKS REPORT

A motion was made by Commissioner Johnson, seconded by Commissioner Jelinski and carried unanimously to approve Resolution#2016-099 Requesting the Commissioner of Transportation to perform a traffic engineering investigation of CR 258 (Hilton Road) for speed zones.

A motion was made by Commissioner Maurer, seconded by Commissioner Johnson and carried unanimously to approve authorize the County Board Chairman and County Administrator to sign the Memorandum of understanding between Morrison County, City of Little Falls and Town of Little Falls defining the terms and conditions on various roads.

## ADMINISTRATION REPORT

Deb Gruber, County Administrator, informed the Board that Katy Kirchner was chosen for the Emerging Leader Award by the Local Public Health Association of Minnesota.



# MORRISON COUNTY BOARD OF COMMISSIONERS OFFICIAL MINUTES

NOVEMBER 22, 2016

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A motion was made by Commissioner Jelinski, seconded by Commissioner Maurer and carried unanimously to set a public hearing with the intent to issue general obligation capital improvement plan bonds and proposal to adopt a Capital Improvement Plan thereafter.

A motion was made by Commissioner Maurer, seconded by Commissioner Johnson and carried unanimously to consider approving a Resolution#2016-100 for a Closed Executive Session to discuss Union Labor Negotiations.

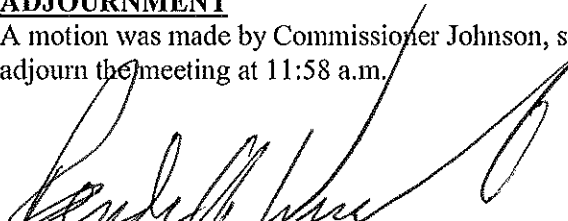
The meeting was closed at 10:23 a.m. and reconvened at 11:58 a.m.

### COUNTY BOARD REPORTS AND SCHEDULE

Members of the County Board reported on various meetings they have attended and on their upcoming schedule of meetings with various organizations.

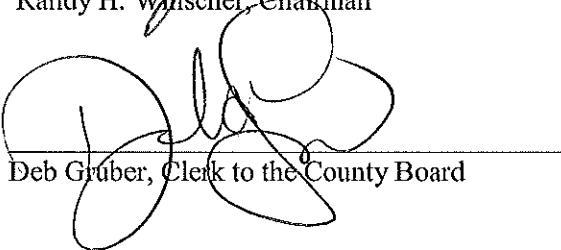
### ADJOURNMENT

A motion was made by Commissioner Johnson, seconded by Commissioner Jelinski and carried unanimously to adjourn the meeting at 11:58 a.m.



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Randy H. Winscher, Chairman



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Deb Gruber, Clerk to the County Board

DATE: 11/22/2016

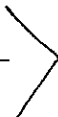
MORRISON COUNTY BOARD OF COMMISSIONERS  
COUNTY BOARD MEETING

PLEASE SIGN IN

NAME

ADDRESS/REPRESENTING

Chris Zickman



1658 Aerial Hills Cir

Gary Zickman

Cushing

Mark Shupe

GRTV

Thomas Anderson

Cushing Fish Trap Lake

Jeff Ernst

MinnPost

**FISH TRAP LAKE IMPROVEMENT DISTRICT**

**FINANCIAL REPORT for PERIOD: January 1, 2016 – November 21, 2016**

1/1/2016      **OPENING BALANCE:**      **\$25,325.84**

**INCOME**

01/22/16	Morrison Cty Auditor – Final 2015 payment	214.14
04/04/16	Mn Counties Insurance Trust – Dividend	226.00
06/30/16	Morrison Cty Auditor – 2016 1 <sup>st</sup> half payment	1,849.39
10/31/16	Quad Lakes Assoc – RMB spring study reimbursement	1,753.80
11/17/16	Mn Counties Insurance Trust – Dividend	<u>384.00</u>
	Income total	4,427.33

**EXPENSES**

05/24/16	ECM Publishers – <i>Record</i> LID meeting public notice	81.20
05/24/16	Insty Prints – Meeting notice postcard printing	112.86
05/24/16	USPS – Postage/Mailing	111.52
05/31/16	Lake Restoration – 2016 CLP treatment	15,814.04
06/07/16	Insty Prints – Ballot postcard printing	112.86
06/07/16	USPS – Postage/Mailing	111.52
06/15/16	RMB Labs – 2016 Pre-treatment Aquatic Veg Study	1,753.80
10/19/16	USPS – PO Box rental	<u>48.00</u>
	Expense total	18,145.80

11/21/2016      **CLOSING BALANCE:**      **\$11,607.37**

Prepared by: **Christine Ziehmann**  
**Fish Trap LID Treasurer**  
**November 21, 2016**

## Fish Trap Lake - Lake Improvement District Budget

For the three year period beginning January 1, 2015 and ending December 31, 2017

<b>Budgeted Expense</b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>
Curly-leaf pondweed treatment	\$6,500	\$7,000	\$17,000
Aquatic Vegetation Study (pre & post)	4,600	4,700	4,000
Insurance (CGL and POL)	1,700	1,700	1,700
Administrative (Postage, printing, public notices - 2 mailings)	650	800	600
Miscellaneous	100	100	100
<b>Total Budgeted Expenses</b>	<b>\$13,550</b>	<b>\$14,300</b>	<b>\$23,400</b>

<b>Actual Expenses</b>	<b><u>2015</u></b>	<b><u>2016YTD</u></b>
Curly-leaf pondweed treatment	\$6,665	\$15,814
Aquatic Vegetation Study	4,601	1,754 **
Insurance (CGL and POL)	1,654	1,583
Administrative (Postage, printing public notices - 2 mailings)	761	530
Miscellaneous	50	50
<b>Total Actual Expenses</b>	<b>\$13,731</b>	<b>\$19,731</b>

<b>Revenue sources</b>	<b><u>2015</u></b>	<b><u>2016</u></b>
Assessment of owners	\$13,280	\$3,300
DNR Grant	6,000	0
<b>Total Revenue</b>	<b>\$19,280</b>	<b>\$3,300</b>

\*\*Cost of 2016 pre-study only - Quad Lakes grant paid \$1,258 for post-study - 2016 total \$3,012

MORRISON COUNTY  
BOARD OF COMMISSIONERS

In the Matter of the Determination of Need  
for an Environmental Impact Statement for  
Doucette Gravel Pit Mine Expansion,  
Morrison County, Minnesota

FINDINGS OF FACT, CONCLUSIONS,  
AND ORDER, DETERMINING THAT NO  
EIS IS NEEDED

This matter came before the Morrison County Board of Commissioners at a regular meeting held on November 22, 2016.

**Statement of Issue**

Tri-City Paving Inc. has proposed to expand its existing 28.3 acre gravel mining pit to 159 acres over the lifetime of the pit.

Minn. Rules part 4410.4300 subp. 12 requires that an EAW be prepared for the extraction or mining of sand, gravel, stone or other nonmetallic materials, other than peat, which will excavate 40 or more acres of land to a mean depth of ten feet or more during its existence.

The Board's decision in this matter shall be either a negative or positive declaration of the need for an EIS. The Board must order an EIS for the project if it determines the project will have the potential for significant environmental effects (Minn. Rules 4410.1700).

Based upon the information in the record, which is comprised of the EAW for the proposed project, written comments received, responses to the comments and other supporting Morrison County documents, the Board makes the following Findings of Fact and Conclusions:

**FINDINGS OF FACT**

*Project Description*

1. Tri-City Paving is proposing the expansion of an existing 28.3 acre gravel mining operation to up to 159 acres over the lifetime of the pit. This project is located on a 480 acre tract of land made up of three tax parcels located in Section 13, Township 42, Range 32 in Ripley Township, Morrison County, Minnesota. The site is located one mile east of 250<sup>th</sup> Street and Highway 371, seven miles north of Little Falls, MN.
2. The primary purpose of the project is to provide a source of gravel and aggregate

materials for future projects in the area. This site also is used to station a portable asphalt plant and portable aggregate washing operations. Aggregate extraction will be completed over roughly the next 40 years, with completion of mining anticipated in the fall of 2056.

3. Extraction will continue from the middle of the existing pit in the west, north, and east as the rock veins develop and are discovered. Extraction depths will be around 30-40 feet in the deepest locations. The duration of aggregate mining is estimated. The ultimate duration of mining activity will depend on the demand for aggregate and market conditions.
4. Measures proposed to reduce effects on adjoining properties and increase screening from neighbors include mining activity setbacks of at least 50 feet from property lines and creation of topsoil berms that will be seeded and stabilized. These measures will provide visual barriers and reduce the potential transmission of noise and dust.
5. The wooded site will be cleared and it is anticipated that standing and fallen timber that can be salvaged will be utilized for firewood. Trees, brush and other vegetation will be cleared and temporarily stockpiled. Woody debris that is not suitable for firewood will either be burned or buried in the gravel mine as backfill (in-mine disposal). The topsoil will then be stripped and stockpiled or utilized as berms. Topsoil stockpiles and berms will be seeded and stabilized to prevent erosion. Boulders and other oversized aggregate materials that are not crushed will be stockpiled and utilized as reclamation features or disposed of in the pit during the reclamation process. Vehicles will access the gravel mine from 250<sup>th</sup> Street via State Highway 371 from the west or 165<sup>th</sup> Avenue from the east out the back of the pit. The crushing machinery will be located near the lowest elevation in the gravel pit to maximize the vertical distance and buffer from nearby residents.
6. No more than 159 acres of the site will be excavated for gravel extraction over the lifetime of the pit. Areas that have been excavated will be sloped, seeded, and vegetated once exhausted and turned back to nature. It is anticipated that extraction will entail removing a total of approximately 6,000,000 to 8,000,000 cubic yards of aggregate material over the 40 years of the project. Timing of extraction will depend on the market demand for the material.
7. Project development is expected to convert approximately 41 acres of upland mixed forest, 66 acre of coniferous forest, and 25 acres of agricultural land to open gravel mining operations over the course of 40 years. These conversions would occur to ensure less than 160 acres are open over the lifetime of the pit. Reclamation of these areas will occur with most of the land eventually being converted to upland meadow with native grasses or new coniferous forests of red and white pine.



8. Preservation of approximately 167 acres of mixed forest, upland meadow, agricultural land, and 6.6 acres of Type PUBG and PEMC wetland is expected to mitigate adverse effects on wildlife to some degree. Best Management Practices (BMPs) will be implemented to protect water quality and reduce the potential for soil erosion and sedimentation.

#### *Procedural*

9. Tri-City Paving prepared an Environmental Assessment Worksheet and submitted it to the Morrison County Planning and Zoning Department. Morrison County is designated as the responsible governmental unit to prepare the EAW for these kind of projects. The Planning and Zoning Department provided review, edits and additional information to complete the EAW.
10. The EAW was filed with the Environmental Quality Board (EQB) and notice of its availability was published in the EQB Monitor on October 3, 2016. A copy of the EAW was mailed or emailed to all persons on the EQB Distribution List, and a copy was available for review online at the Morrison County website. A press release announcing the availability of the EAW and public comment opportunity was published in the September 25, 2016 issue of the Morrison County Record.
11. A public comment opportunity was held before the Morrison County Planning Commission on October 24, 2016. No comments requiring response were received at that meeting.
12. The 30-day EAW public review and comment period began on October 3, 2016 and ended November 2, 2016.

#### *Comments*

13. The Morrison County Planning and Zoning Department received three comment letters by the close of the comment period on November 2, 2016 (Appendix A).
14. On October 4, 2016, the Morrison County Planning and Zoning Department received a letter via email from the Department of the Army acknowledging receipt of the EAW and that review by Army Corps of Engineers likely will not occur unless requested for further review for jurisdictional determination.

No response required.

15. On October 19, 2016 the Morrison County Planning and Zoning Department received a letter via email from the Minnesota Department of Transportation. The letter acknowledged this project has access off of Minnesota State Highway 371 and stated that no net increase in storm water runoff to the Hwy 371 right-of-way can occur and informed that work in the Hwy 371 right-of-way requires MnDOT permitting.

These comments are noted, and have been provided to the project proposer.

16. On November 1, 2016 the Morrison County Planning and Zoning Department received a letter via email from the Minnesota Pollution Control Agency.

**A. Project Description (Item 6)**

*The EAW states on Page 3 that “No more than 159 acres will be excavated for gravel extraction at any one time.” The next paragraph states that “Project development is expected to convert approximately 41 acres of upland mixed forest, 66 acres of coniferous forest and 74 acres of agricultural land to open gravel mining operations over the course of 40 years”. The sum of these (41, 66, 74) is 181 acres and is in addition to the 28 acres that have already been mined. Also, the table under Item 6 lists the total project acreage as 480 acres. This suggests that the 159 acres proposed to be mined in a rolling total, whereas the actual total acreage proposed to be excavated over the life of the mine will be significantly higher. The Environmental Quality Board rules for this mandatory category Minn. R 4410.4300 Subp. 12 refers to the acres of excavation during the mines existence, not at any one time. The Project is described as an EAW; however, based on the acres of material proposed to be excavated during the mines existence, it appears the Project trips the mandatory Environmental Impact Statement (EIS) threshold of 160 acres Minn. R. 4410.4400, Subp. 9.*

The Morrison County Planning and Zoning Department and Project Proposer acknowledge that language within the project description is confusing, given the tract of land the project is located is 480 acres and the Project itself is up to 159 acres. Clarifications to the project description have been made, making it clear that the Project is 159 acres for the life of the pit, not a rolling total. Clarified language is found in the attached/updated EAW (Appendix B).

**B. Land Use (Item 9)**

*Page 6, Item 4. The EAW states that Tri-City Paving uses calcium chloride for dust suppression. Please not that this substance has the potential to contaminate ground water. There is a non-chloride alternative that has been used with great success. It has also been used for erosion control and appears to work much better than the chloride-containing dust suppressants. Additional information is available at: <http://centralsalt.com/x-hesion-dc.htm>.*

This comment is noted, and has been given to the Project Proposer for consideration.

- C. Page 6, Item 10, first sentence.** *“The project site includes no known geologic hazards in the form of sinkholes, faults, shallow limestone formations, and kart topography.” It appears the author meant to use the word “or” rather*

*than “and” although it appears minor, it changes the meaning of the sentence to denote that a hazard would have to have all of the listed characteristics to be considered in the EAW rather than just any one of them.*

It is agreed that a typo occurred. The word “and” has been replaced with the word “or”.

#### *EIS Standard and Criteria*

17. In deciding whether the project has the potential to result in significant environmental effects, the Morrison County Board of Commissioners considered the four criteria set forth in Minn. Rules part 4410.1700, subp. 7. These criteria are:
  - A. type, extent and reversibility of environmental effects;
  - B. cumulative potential effects of related or anticipated future projects;
  - C. the extent to which the environmental effects are subject to mitigation by ongoing public regulatory authority; and
  - D. the extent to which environmental effects can be anticipated and controlled as a result of other available environmental studies undertaken by public agencies or the project proposer, including other EISs.
18. With regard to the first criterion (type, extent and reversibility of environmental effects), the Morrison County Board of Commissioners acknowledges that the present landscape characteristics will change due to the mining activity. However, these changes will create upland meadow with native grasses, new coniferous forests of red and white pine and wetlands; all of which will not create a negative environmental effect.
19. With regard to the second criterion (cumulative potential effects of related or anticipated future projects), the Morrison County Board of Commissioners find that additional phases to this mining project is not expected or foreseen. The current project is expected to be developed over the next 40 years. Although the project sits on a 480 acre tract of land, the entire 480 acres is not viable to be mined.
20. With regard to mitigation, there are several federal and state permits required to ensure that specific environmental effects are mitigated.
21. There are no other specific environmental studies addressing the potential environmental effects of the project.

## CONCLUSIONS

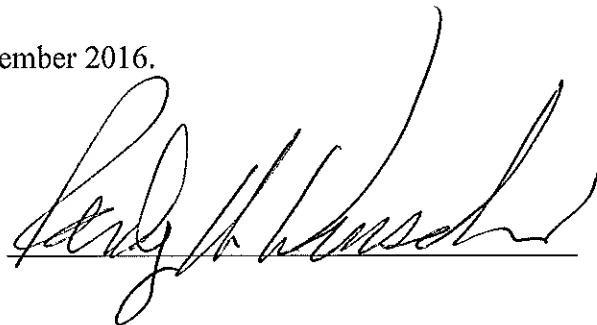
1. Morrison County has jurisdiction in determining the need for an environmental impact statement for this project.
2. The Environmental Assessment Worksheet for the proposed Doucette Gravel Mine Pit Expansion was distributed as required by the Minnesota Environmental Policy Act and Minn. Rules part 4410.1500.
3. Responses have been provided to all substantive and timely comments on the EAW.
4. The record includes adequate information to determine whether the Doucette Gravel Pit Mine Expansion has the potential for significant environmental effects.
5. The proposed Doucette Gravel Pit Mine Expansion does not have the potential for significant environmental effects.
6. Any findings that might properly be termed conclusions and any conclusions that might properly be termed findings are hereby adopted as such.

## ORDER

Based on the above Findings of Fact and Conclusions contained herein and on the entire record:

The Morrison County Board of Commissioners hereby determines that the proposed Doucette Gravel Pit Mine Expansion does not require the preparation of an environmental impact statement.

Approved and adopted this 22<sup>nd</sup> day of November 2016.

A handwritten signature in black ink, appearing to read "Lloyd H. Hanson", is written over a horizontal line.

Chair Person, Morrison County  
Board of Commissioners  
Morrison County, Minnesota

**Appendix A**  
**Comment Letters Received**



REPLY TO  
ATTENTION

**DEPARTMENT OF THE ARMY**  
ST. PAUL DISTRICT, CORPS OF ENGINEERS  
180 FIFTH STREET EAST, SUITE 700  
ST. PAUL MINNESOTA 55101-1678

Operations  
Regulatory (2016-03437-EJ)

Amy Kowalzek  
Morrison County  
Planning and Zoning Administrator  
213 – 1<sup>st</sup> Ave. SE  
Little Falls, Minnesota 56345

Dear Ms. Kowalzek:

We have received the document entitled "Environmental Assessment Worksheet – Doucette Gravel Pit Mine Expansion" dated 1 June 2016. Due to limited staff and resources, it is unlikely that U.S. Army Corps of Engineers Regulatory staff will review or comment on this document until we receive a jurisdictional determination request, a request for a pre-application consultation meeting, and/or a permit application. In lieu of a specific response, please consider the following general information concerning our regulatory program that may apply to the proposed project.

If the proposal involves activity in navigable waters of the United States, it may be subject to the Corps of Engineers' jurisdiction under Section 10 of the Rivers and Harbors Act of 1899 (Section 10). Section 10 prohibits the construction, excavation, or deposition of materials in, over, or under navigable waters of the United States, or any work that would affect the course, location, condition, or capacity of those waters, unless the work has been authorized by a Department of the Army permit.

If the proposal involves discharge of dredged or fill material into waters of the United States, it may be subject to the Corps of Engineers' jurisdiction under Section 404 of the Clean Water Act (CWA Section 404). Waters of the United States include navigable waters, their tributaries, and adjacent wetlands (33 CFR § 328.3). CWA Section 301(a) prohibits discharges of dredged or fill material into waters of the United States, unless the work has been authorized by a Department of the Army permit under Section 404. Information about the Corps permitting process can be obtained online at <http://www.mvp.usace.army.mil/Missions/Regulatory.aspx>.

The Corps' evaluation of a Section 10 and/or a Section 404 permit application involves multiple analyses, including (1) evaluating the proposal's impacts in accordance with the National Environmental Policy Act (NEPA) (33 CFR part 325), (2) determining whether the proposal is contrary to the public interest (33 CFR § 320.4), and (3) in the case of a Section 404 permit, determining whether the proposal complies with the Section 404(b)(1) Guidelines (Guidelines) (40 CFR part 230).

Operations  
Regulatory (2016-03437-EJI)


- 2 -

If the proposal requires a Section 404 permit application, the Guidelines specifically require that "no discharge of dredged or fill material shall be permitted if there is a practicable alternative to the proposed discharge which would have less adverse impact on the aquatic ecosystem, so long as the alternative does not have other significant adverse environmental consequences" (40 CFR § 230.10(a)). Time and money spent on the proposal prior to applying for a Section 404 permit cannot be factored into the Corps' decision whether there is a less damaging practicable alternative to the proposal.

If an application for a Corps permit has not yet been submitted, the project proposer may request a pre-application consultation meeting with the Corps to obtain information regarding the data, studies or other information that will be necessary for the permit evaluation process. A pre-application consultation meeting is strongly recommended if the proposal has substantial impacts to waters of the United States, or if it is a large or controversial project.

For further information or to request a pre-application consultation meeting, please contact **Evan Ingebrigtsen** at (651) 290-5765, the Corps' project manager for the County in which this proposal is located.

Sincerely,

  
for Chad S. Konickson  
Chief, Regulatory Branch

Copy furnished:  
Proposer: Adam Surma, CFO, Tri-City Paving



**Minnesota Department of Transportation**

**District 3**

7694 Industrial Park Road  
Baxter, MN 56425

Office Phone: 218-828-5700

Fax: 218-828-5814

October 19, 2016

Ms. Amy Kowalzek  
Planning and Zoning Administrator  
Morrison County  
213 First Avenue Southeast  
Little Falls, MN 56345

RE: C.S. 4912; R.P. 10.638 (MN 371)  
Doucette Gravel Pit Mine Expansion

Dear Ms. Kowalzek:

The Minnesota Department of Transportation (MnDOT) has reviewed the above-referenced Environmental Assessment Worksheet (EAW) and would like to offer the following comments/recommendations:

1. Access to this site is available from Minnesota State Highway (Hwy) 371 via 250<sup>th</sup> Street. The Hwy 371/250<sup>th</sup> Street intersection currently functions with northbound/southbound turn lanes, median crossover, and a southbound acceleration lane. Access to the site is also available via 165<sup>th</sup> Avenue through the local roadway system with connections to Hwy 371.
  - a. The EAW acknowledges this access availability.
2. There shall be no net increase in storm water runoff to the Hwy 371 right of way from said property. Computations of all storm water directed toward the right of way shall be provided to MnDOT. Contact Rich Munsch, District 3 Permits Supervisor, at 218/828-5778 for additional information
4. Since the property abuts MnDOT right of way, a permit is required to perform any work in the right of way. Contact the above-mentioned District 3 Permits Supervisor for additional information.

If you have any further questions or comments, please call me at 218/828-5780.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jon Mason'.

Jon Mason  
Senior Planner

mjm

cc: MnDOT District 3 Entrance Group  
Deb Moynihan, MnDOT Office of Environmental Services





## Minnesota Pollution Control Agency

520 Lafayette Road North | St. Paul, Minnesota 55155-4194 | 651-296-6300

800-657-3864 | Use your preferred relay service | [info.pca@state.mn.us](mailto:info.pca@state.mn.us) | Equal Opportunity Employer

November 1, 2016

Ms. Amy Kowalzek  
Planning and Zoning Administrator  
Morrison County  
213 1<sup>st</sup> Avenue SE  
Little Falls, MN 56345

Re: Doucette Gravel Pit Mine Expansion Environmental Assessment Worksheet

Dear Ms. Kowalzek:

Thank you for the opportunity to review and comment on the Environmental Assessment Worksheet (EAW) for the Doucette Gravel Pit Mine Expansion project (Project) located in Ripley Township, Morrison County Minnesota. The Project consists of expansion of an existing gravel and aggregate mining operation. Regarding matters for which the Minnesota Pollution Control Agency (MPCA) has regulatory responsibility and other interests, the MPCA staff has the following comments for your consideration.

### Project Description (Item 6)

The EAW states on page 3 that "No more than 159 acres will be excavated for gravel extraction at any one time." The next paragraph states that "Project development is expected to convert approximately 41 acres of upland mixed forest, 66 acres of coniferous forest, and 74 acres of agricultural land to open gravel mining operations over the course of 40 years." The sum of these (41, 66, 74) is 181 acres and is in addition to the 28 acres that have already been mined. Also, the table under Item 6 lists the total project acreage as 480 acres. This suggests that the 159 acres proposed to be mined is a rolling total, whereas the actual total acreage proposed to be excavated over the life of the mine will be significantly higher. The Environmental Quality Board rules for this mandatory category Minn. R. 4410.4300, Subp. 12 refers to the acres of excavation during the mines existence, not at any one time. The Project is described as an EAW; however, based on the acres of material proposed to be excavated during the mines existence, it appears the Project trips the mandatory Environmental Impact Statement (EIS) threshold of 160 acres Minn. R. 4410.4400, Subp. 9.

### Land Use (Item 9)

- Page 6, item 4. The EAW states that Tri-City Paving uses calcium chloride for dust suppression. Please note that this substance has the potential to contaminate groundwater. There is a non-chloride alternative that has been used with great success. It has also been used for erosion control and appears to work much better than the chloride containing dust suppressants. Additional information is available at: <http://centralsalt.com/x-hesion-dc.htm>.
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Ms. Amy Kowalzek  
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November 1, 2016

We appreciate the opportunity to review this Project. Please provide the notice of decision on the need for an EIS. Please be aware that this letter does not constitute approval by the MPCA of any or all elements of the Project for the purpose of pending or future permit action(s) by the MPCA. Ultimately, it is the responsibility of the Project proposer to secure any required permits and to comply with any requisite permit conditions. If you have any questions concerning our review of this EAW, please contact me via email at [Karen.kromar@state.mn.us](mailto:Karen.kromar@state.mn.us) or via telephone at 651-757-2508.

Sincerely,



Karen Kromar  
Planner Principal  
Environmental Review Unit  
Resource Management and Assistance Division

KK:bt

cc: Dan Card, MPCA, St. Paul  
Jeff Hedman, MPCA, St. Paul  
Jim Brist, MPCA, St. Paul  
Reed Larson, MPCA, Brainerd

**Appendix B**  
**Updated/Clarified EAW**

# ENVIRONMENTAL ASSESSMENT WORKSHEET

This Environmental Assessment Worksheet (EAW) form and EAW Guidelines are available at the Environmental Quality Board's website at:

<http://www.eqb.state.mn.us/EnvRevGuidanceDocuments.htm>. The EAW form provides information about a project that may have the potential for significant environmental effects. The EAW Guidelines provide additional detail and resources for completing the EAW form.

**Cumulative potential effects** can either be addressed under each applicable EAW Item, or can be addresses collectively under EAW Item 19.

**Note to reviewers:** Comments must be submitted to the RGU during the 30-day comment period following notice of the EAW in the *EQB Monitor*. Comments should address the accuracy and completeness of information, potential impacts that warrant further investigation and the need for an EIS.

**1. Project title:** Doucette Gravel Pit Mine Expansion

**2. Proposer:** Tri-City Paving  
Contact person: Adam Surma  
Title: CFO  
Zoning

Address: PO Box 326  
SE  
City, State, ZIP: Little Falls, MN 56345  
56345  
Phone: 320-632-5435  
Fax: 320-632-5436  
Email: tcp@tri-citypaving.com  
amyk@co.morrison.mn.us

**3. RGU** Morrison County  
Contact person: Amy Kowalzek  
Title: Planning and  
Administrator  
Address: 213 - 1st Avenue  
City, State, ZIP: Little Falls, MN  
Phone: 320-632-0170  
Fax: 320-632-0174  
Email:

**4. Reason for EAW Preparation:** (check one)

Required:

- EIS Scoping  
 Mandatory EAW

Discretionary:

- Citizen petition  
 RGU discretion  
 Proposer initiated

*If EAW or EIS is mandatory give EQB rule category subpart number(s) and name(s):*

Part 4410.4300, Subpart 12.B.,

## 5. Project Location:

County: Morrison County  
City/Township: Ripley Township  
PLS Location: NW ¼ 13/042/032 and W1/2 OF NE1/4 & W1/2 OF SE1/4 13/042/032  
and E1/2 OF NE1/4 & E1/2 OF SE1/4, SUBJ TO CO RD EASEMENT  
13/042/032  
Watershed: 10 Mississippi River - Brainerd  
GPS Coordinates: 46.121634, -94.321614 (center of existing pit)  
Tax Parcel Number: 27.0381.000 and 27.0379.000 and 27.0380.000

**At a minimum attach each of the following to the EAW: ALL Attached**

- *County map showing the general location of the project; **Exhibit 1***
- *U.S. Geological Survey 7.5 minute, 1:24,000 scale map indicating project boundaries (photocopy acceptable); and **Exhibit 2 and 3***
- *Site plans showing all significant project and natural features. Pre-construction site plan and post-construction site plan. **Exhibit 4,5,6 & 7***

## 6. Project Description:

- Provide the brief project summary to be published in the EQB Monitor, (approximately 50 words).*
- Tri-City Paving is proposing an expansion of an existing 28.3 acre gravel mining operation to up to 159 acres over the lifetime of the pit. This project is located on a 480 acre tract of land made up of three tax parcels located in Section 13, Township 42, Range 32 in Ripley Township, Morrison County, Minnesota.
- Give a complete description of the proposed project and related new construction, including infrastructure needs. If the project is an expansion include a description of the existing facility. Emphasize: 1) construction, operation methods and features that will cause physical manipulation of the environment or will produce wastes, 2) modifications to existing equipment or industrial processes, 3) significant demolition, removal or remodeling of existing structures, and 4) timing and duration of construction activities.*
- Tri-City Paving is proposing an expansion of an existing 28.3 acre gravel mining operation to up to 159 acres over the lifetime of the pit. This project is located on a 480 acre tract of land made up of three tax parcels located in Section 13, Township 42, Range 32 in Ripley Township, Morrison County, Minnesota. The site is located one mile east of 250<sup>th</sup> Street and Highway 371, seven miles north of Little Falls, MN.

The primary purpose of the project is to provide a source of gravel and aggregate materials for future projects in the area. This site also is used to station a portable asphalt plant and portable aggregate washing operations. Expansion of the existing gravel mining operation would begin in the summer of 2016. Aggregate extraction will be completed over roughly the next 40 years, with completion of mining anticipated in the fall of 2056. Extraction will continue from the middle of the existing pit in the west, north, and east as the rock veins develop and are discovered. The duration of aggregate mining is estimated. The ultimate duration of mining activity will depend on the demand for aggregate and market conditions. Measures proposed to reduce effects on adjoining properties and increase screening from neighbors include mining activity setbacks of at least 50 feet from property lines and creation of topsoil berms that will be seeded and stabilized.

These measures will provide visual barriers and reduce the potential transmission of noise and dust.

The wooded site will be cleared and it is anticipated that standing and fallen timber that can be salvaged will be utilized for firewood. Trees, brush and other vegetation will be cleared and temporarily stockpiled. Woody debris that is not suitable for firewood will either be burned or buried in the gravel mine as backfill (in-mine disposal). The topsoil will then be stripped and stockpiled or utilized as berms. Topsoil stockpiles and berms will be seeded and stabilized to prevent erosion. Boulders and other oversized aggregate materials that are not crushed will be stockpiled and utilized as reclamation features or disposed of in the pit during the reclamation process. Vehicles will access the gravel mine from 250<sup>th</sup> Street via State Highway 371 from the west or 165<sup>th</sup> ave from the east out the back of the pit. The crushing machinery will be located near the lowest elevation in the gravel pit to maximize the vertical distance and buffer from nearby residents. Extraction depths will be around 30-40 feet in the deepest locations.

No more than 159 acres of the site will be excavated for gravel extraction over the lifetime of the pit. Areas that have been excavated will be sloped, seeded, and vegetated once exhausted and turned back to nature. It is anticipated that extraction will entail removing a total of approximately 6,000,000 to 8,000,000 cubic yards of aggregate material over the 40 years of the project. Timing of extraction will depend on the market demand for the material.

Project development is expected to convert approximately 41 acres of upland mixed forest, 66 acre of coniferous forest, and 25 acres of agricultural land to open gravel mining operations over the course of 40 years. These conversions would occur to ensure less than 160 acres are open over the lifetime of the pit. Reclamation of these areas will occur with most of the land eventually being converted to upland meadow with native grasses or new coniferous forests of red and white pine. Preservation of approximately 167 acres of mixed forest, upland meadow, agricultural land, and 6.6 acres of Type PUBG and PEMC wetland is expected to mitigate adverse effects on wildlife to some degree. Best Management Practices (BMPs) will be implemented to protect water quality and reduce the potential for soil erosion and sedimentation.

c. *Project magnitude:*

Total Project Acreage	159 acres
Linear project length	3,974 feet wide
Number and type of residential units	0
Commercial building area (in square feet)	0
Industrial building area (in square feet)	0
Institutional building area (in square feet)	0
Other uses – specify (in square feet)	0
Structure height(s)	0

d. *Explain the project purpose; if the project will be carried out by a governmental unit, explain the need for the project and identify its beneficiaries.*

The purpose of the Doucette Gravel Mine expansion is to provide a cost-effective and efficient source of aggregate materials for road project in central Minnesota for the next 40 years, especially projects within Morrison County.

- e. *Are future stages of this development including development on any other property planned or likely to happen?*  Yes  No  
*If yes, briefly describe future stages, relationship to present project, timeline and plans for environmental review.*

Future stages of mining are not planned at this time. The project proposer does not own any adjacent properties or have any further expansion plans for the Doucette Gravel Mine.

- f. *Is this project a subsequent stage of an earlier project?*  Yes  No  
*If yes, briefly describe the past development, timeline and any past environmental review.*

This project is an expansion of an existing aggregate mining project. The existing mine covers approximately 28.3 acres and has provided aggregate material for road and related projects in the area for many years. The proposed project will expand the existing mining area to under 160 acres over the life of the pit. The existing aggregate mine has been in operation since 1993 by Tri-City Paving, and was an existing gravel pit many years prior to that as well.

**7. Cover types:** *Estimate the acreage of the site with each of the following cover types before and after development:*

	<b>Before</b>	<b>After</b>		<b>Before</b>	<b>After</b>
Wetlands	0	10	Lawn/landscaping	0	0
Deep water/streams	0	0	Impervious surface	0	0
Wooded/forest**	107	40	Stormwater Pond	0	0
Brush/Grassland	0	109	Other (describe)*	28.3	0
Cropland	23.7	0			
			<b>TOTAL</b>	<b>159</b>	<b>159</b>

\*Other: current extracted, already reclaimed, and non-extracted storage and parking area totaling 28.3 acres.

\*\*Forest: 84.1 acres will be left untouched in the buffer zones, with 40 acres of new white and red pine forest being planted by the company

**8. Permits and approvals required:** *List all known local, state and federal permits, approvals, certifications and financial assistance for the project. Include modifications of any existing permits, governmental review of plans and all direct and indirect forms of public financial assistance including bond guarantees, Tax Increment Financing and infrastructure. All of these final decisions are prohibited until all appropriate environmental review has been completed. See Minnesota Rules, Chapter 4410.3100.*

All required permits and approvals are already obtained and currently cover the operation, any new permits or approvals required will be obtained. Any necessary permits or approvals that are not listed in the table below were unintentionally omitted. Tri-City Paving operates a number of existing aggregate facilities under general permits obtained from the Minnesota Pollution Control Agency (MPCA).

<u>Unit of government</u>	<u>Type of application</u>	<u>Status</u>
MN DNR Division of Waters	Water Appropriation Permits	Obtained
MN Pollution Control Agency	NPDES/SDS Permit	Obtained; covered under general permit
MN Pollution Control Agency	Air Emission Permit Non-Metallic	Obtained; covered under general permit
MN Pollution Control Agency	Air Emission Option D Permits	Obtained
Morrison County	Extraction Permit	Obtained

**Cumulative potential effects may be considered and addressed in response to individual EAW Item Nos. 9-18, or the RGU can address all cumulative potential effects in response to EAW Item No. 19. If addressing cumulative effect under individual items, make sure to include information requested in EAW Item No. 19**

**9. Land use:**

*Describe:*

*Existing land use of the site as well as areas adjacent to and near the site, including parks, trails, prime or unique farmlands.*

Land use surrounding the site includes primarily agricultural land and patches of forest (see **Exhibit 5**). Scattered large lot single family homes and farms exist surrounding the property which are primarily the residence of the farm lands themselves. State Highway 371 is to the west with 165 Ave to the east. The agricultural land is primarily planted with corn. The property currently consists of an operational gavel extraction area, a reclaimed portion of the old pit, a parking and stockpiling area, along with woodlands, some wetlands, and open meadow.

*Plans. Describe planned land use as identified in comprehensive plan (if available) and any other applicable plan for land use, water, or resources management by a local, regional, state, or federal agency.*

The proposed Expansion of the Doucette Gravel Mine meets the Morrison County Comprehensive Land Use Plan which is the LGU for this project. It meets many of the requirements and goals set out in the plan, most notably in Section 4.0 Transportation, Infrastructure and Public Utilities, Goal A1: “To maintain a safe, efficient, and cost effective roadway system that focuses on the movement of people and goods.” This project will



provide enhanced resources to the community in which it primarily serves (Morrison County) by providing aggregates to township, city, and county projects. Aggregates from this site are used in gravel road base, concrete, and bituminous pavements; all basic building materials that all governmental units as well as residential and commercial entities need for maintenance and new construction. This project also meets Section 3.0 Land Use and Natural Resources Plan, Goal D4: “Protect the air quality of Morrison County through the support and implementation of MPCA standards.” This project will meet all MPCA standards as those permits are currently in use and will continue to be adhered to.

*Zoning, including special districts or overlays such as shoreland, floodplain, wild and scenic rivers, critical area, agricultural preserves, etc.*

The Morrison County Zoning Map indicates that all parcels in the project as well as all parcels adjoining the project are zoned Agricultural. Surrounding lands are privately owned homes or farms on large 60 to 160 acre parcels. No shoreland, flood plain, Scenic River, or critic area in on or abuts the project. The DNR owns one 156 acre parcel across the road to the east of the project. This is undeveloped land with walking trails through the woods and grasslands. There in a small sign indicating it is the Ripley Esker Historical Marker.

*Discuss the project’s compatibility with nearby land uses, zoning, and plans listed in Item 9a above, concentrating on implications for environmental effects.*

This project is compatible with nearby land uses, zoning, and plans as listed above. Environmental effects as it pertains to compatibility should be minimal. Specific water, air, and wildlife effects will be addressed below. Current use of the land is permitted through the county with all zoning rules and environmental requirements addressed to their satisfaction. The current site is watered and calcium chloride is used multiple times a year to keep dust to a minimum. Indeed, the dust from the hundreds of acres of surrounding farming activities often exceeds the current sites generation of dust. Water quality and air quality are currently covered by MPCA permits in which Tri-City submits yearly data for review and is subject to regulation. The site has no water leaving it currently from the extraction areas where silt or dirt could mix with water and leave the site. No water would likewise leave the proposed area as the site is basically a large hole in the ground. Berms and sloping would be used in areas where mining occurs on elevations above surrounding properties to ensure no water would leave the site from these open soil areas. These air and water BMPs are compatible or exceed nearby land uses as far as implication for the environment are concerned.

*Identify measures incorporated into the proposed project to mitigate any potential incompatibility as discussed in Item 9b above.*

Tri-City will implement many measures to mitigate incompatibility issues and effects to the environment. These include but are not limited to:

- 1) Dust suppressants will be used as necessary to minimize impacts during crushing operations.
- 2) Dust control techniques employed when needed may include spraying water during crushing operations, watering haul roads, or applying calcium chloride to site.
- 3) Berms will be constructed near property lines as needed and 50 foot wide wooded or bermed buffers will be maintained along property lines

- 4) Crushing and asphalt plant operations will be located at relatively low elevations within the gravel pit to provide vertical and horizontal separation from adjoining properties and help contain and deduce the dust generated by proposed operations.
- 5) At the terminus of this project, the site will match the surrounding properties with a mix of rolling hills, wooded areas, grasslands, wetlands.

**10. Geology, soils and topography/land forms:**

a. *Geology - Describe the geology underlying the project area and identify and map any susceptible geologic features such as sinkholes, shallow limestone formations, unconfined/shallow aquifers, or karst conditions. Discuss any limitations of these features for the project and any effects the project could have on these features. Identify any project designs or mitigation measures to address effects to geologic features.*

The project site includes no known geologic hazards in the form of sinkholes, faults, shallow limestone formations, or karst topography. Measures to avoid or minimize environmental problems due to these hazards are not proposed.

Topographic mapping indicates elevations on the site range from 1,218 to 1,160 with most of the extraction area existing mostly between 1,215 to 1,178 feet above msl. Water levels on the property are at 1,142 foot elevation as per drill logs done in July 2015 for a well site, DNR permit number 2006-0395.

b. *Soils and topography - Describe the soils on the site, giving NRCS (SCS) classifications and descriptions, including limitations of soils. Describe topography, any special site conditions relating to erosion potential, soil stability or other soils limitations, such as steep slopes, highly permeable soils. Provide estimated volume and acreage of soil excavation and/or grading. Discuss impacts from project activities (distinguish between construction and operational activities) related to soils and topography. Identify measures during and after project construction to address soil limitations including stabilization, soil corrections or other measures. Erosion/sedimentation control related to stormwater runoff should be addressed in response to Item 11.b.ii.*

The Soil Survey of Morrison County, Minnesota (USDA NRCS Website 2016) indicates the following soils occur within the project area: (see **Exhibit 8 & 9**)

<b>Doucette Gravel Mine NRCS Survey</b>			
<b>Soil Type</b>	<b>Soil Name</b>	<b>Acres of Site</b>	<b>Percent of Site</b>
119B	Pomroy loamy fine sand	159.9	33.0
155B	Chetek sandy loam	49.8	10.3
155C	Brainerd sandy loam	19.5	4.0
163B	Oesterle sandy loam	9.0	1.8
182A	Watab loamy fine sand	22.4	4.6
218	Warman loam	1.9	0.4
337	Mahtomedi loamy sand	4.7	1.0
454B	Mahtomedi loamy sand	17.3	3.6
454C	Mahtomedi loamy sand	45.2	9.3
454E	Mahtomedi loamy sand	53.3	11.0
458A	Mahtomedi loamy sand	43.9	9.1

458B	Mahtomedi loamy sand	28.4	5.9
458C	Mahtomedi loamy sand	0.8	0.2
D67A	Hubbard loamy sand	12.3	2.5
D67B	Hubbard loamy sand	16.8	3.5
W	Water	0.1	0.0

Upland soils mapped on the property generally consist of loamy sands in the Pomroy and Mahtomedi associations. Relatively coarse aggregate/gravel soils are located beneath the loamy sands.

Though infiltrations and percolation time for sandy soils maybe relatively short, the potential for groundwater contamination as result of the proposed project is estimated to be low because various precautions will be taken with vehicle fuels and lubricants as described under item 12c.

Topography and site conditions do not indicate any elevated risk to erosion or soil stability. Top soil will be stripped and stockpiled for later reclamation, vegetation grown on theses stripping reduces erosion risk substantially in these areas. Due to the site being rolling hills without any sudden elevation changes or steep slopes, surrounding land erosion concerns are not anticipated as any land altered by the project will be essentially a large hole in the ground with water or soils falling back into the site for infiltration.

Top soils range from a few inches to three feet of cover. Estimated top soil to be stripped and stockpiled over the next 40 years would be in the 400,000 to 600,000 CY range. These materials are stockpiled and vegetated onsite. These piles are part of our BMPs for down gradient water protection and are monitored as such. Operations (once this soil is stockpiled) will not generally affect the erosion of the soils as sand and gravel is removed in the pit with surrounding areas that are not yet touched will be left undisturbed.

*NOTE: For silica sand projects, the EAW must include a hydrogeologic investigation assessing the potential groundwater and surface water effects and geologic conditions that could create an increased risk of potentially significant effects on groundwater and surface water. Descriptions of water resources and potential effects from the project in EAW Item 11 must be consistent with the geology, soils and topography/land forms and potential effects described in EAW Item 10.*

**11. Water resources:**

- a. *Describe surface water and groundwater features on or near the site in a.i. and a.ii. below.*
- i. *Surface water - lakes, streams, wetlands, intermittent channels, and county/judicial ditches. Include any special designations such as public waters, trout stream/lake, wildlife lakes, migratory waterfowl feeding/resting lake, and outstanding resource value water. Include water quality impairments or special designations listed on the current MPCA 303d Impaired Waters List that are within 1 mile of the project. Include DNR Public Waters Inventory number(s), if any.*

National Wetlands Inventory (NWI) mapping shows that the Northeastern and Southeastern edges of the property include 6.6 acres of wetlands (**Exhibit 10**). Field review indicates the NWI mapping is fairly accurate and that the site includes Type 3 and 6 wetlands (shallow marshes and scrub swamps). These wetlands are dominated by trees, shrubs, emergent, and mosses. Erect rooted, herbaceous hydrophytes and woody vegetation less than 20 feet tall in general. Surface water is present for extended periods in the early growing season, but generally absent by the end of the growing season.

The Minnesota DNR Public Waters and Wetland Inventory for Morrison County (digital data and scanned paper map) shows an unnamed lake 4,900 feet to the Northeast. The lake is 11.9 acres and is designated by the DNR as 147W. This lake is far from the proposed site and will not be impacted by activities. There are several other open water ponds scattered on the north of the property and to the north of the property. These open water areas will not be affected by the project as a 500' buffer zone will be observed on the site (**Exhibit 6**). To the East of the property across the road there are scattered ponds and wetlands similar to the types noted above. These lie between 550 and 1,000 feet from the property boundary at the closest and should be unaffected by operations as noted above.

An unnamed stream cuts into the Southeastern portion of the project. This stream also falls in 500' buffer zone where no extraction or disruption to vegetation or soil will occur. This stream leads to a DNR Protected Tributary to Designated Trout Stream across the road on the east side of the property. There should be no effect on this stream from proposed operations.

No other impaired waters were identified within 1 mile of the site.

- ii. *Groundwater – aquifers, springs, seeps. Include: 1) depth to groundwater; 2) if project is within a MDH wellhead protection area; 3) identification of any onsite and/or nearby wells, including unique numbers and well logs if available. If there are no wells known on site or nearby, explain the methodology used to determine this.*

Water levels on the property are at 1,142 foot elevation as per drill logs done in July 2015 for a well site, DNR permit number 2006-0395. Most of the pit is around elevation 1,200. See **Exhibit 11** provided by the DNR showing that the project is not in a MDH wellhead protection area. There is only one well as determined by the DNR (**See Exhibit 11**) that has a potential interference problem, however Tri-City has operated under a DNR permit for water appropriation for almost two decades with no known issues to date. The one well identified by the DNR is listed below:

Unique Well ID: 161246
Well Name: LANGE, LLOYD
Elevation(ft): 1192 (7.5 minute topographic map (+/- 5 feet))
Aquifer: QBAA
Well Depth(ft): 71
Well Use: domestic

There are four other residential wells within one mile (as found by the County Well Index <http://www.health.state.mn.us/divs/eh/cwi/>), not flagged as a potential issue by the DNR, they are: 771931, 150540, 150501, and 706053.

- b. *Describe effects from project activities on water resources and measures to minimize or mitigate the effects in Item b.i. through Item b.iv. below.*
- i. *Wastewater - For each of the following, describe the sources, quantities and composition of all sanitary, municipal/domestic and industrial wastewater produced or treated at the site.*
- 1) *If the wastewater discharge is to a publicly owned treatment facility, identify any pretreatment measures and the ability of the facility to handle the added water and waste loadings, including any effects on, or required expansion of, municipal wastewater infrastructure.*
- N/A
- 2) *If the wastewater discharge is to a subsurface sewage treatment systems (SSTS), describe the system used, the design flow, and suitability of site conditions for such a system.*

N/A

3) *If the wastewater discharge is to surface water, identify the wastewater treatment methods and identify discharge points and proposed effluent limitations to mitigate impacts. Discuss any effects to surface or groundwater from wastewater discharges.*

N/A

ii. *Stormwater - Describe the quantity and quality of stormwater runoff at the site prior to and post construction. Include the routes and receiving water bodies for runoff from the site (major downstream water bodies as well as the immediate receiving waters). Discuss any environmental effects from stormwater discharges. Describe stormwater pollution prevention plans including temporary and permanent runoff controls and potential BMP site locations to manage or treat stormwater runoff. Identify specific erosion control, sedimentation control or stabilization measures to address soil limitations during and after project construction.*

The site is currently covered under MPCA stormwater/construction permit MNG490039. Tri-City follows numerous BMPs to keep stormwater on site, and infiltrating into the ground. Due to the pits geography of being a large hole in the ground, no water leaves the site that has touched construction areas. Slopes, berms, and vegetation are used to direct rainwater into several low spots in the pit that infiltrate that water back into the ground. The site is walked monthly to ensure no dirty water is leaving the site, however with the elevations and sloping that is carefully monitored, there is no physical way water can leave the site at this time. Some specific measures as per our Stormwater Pollution Plan called for by the MNG49 are as follows:

- Temporary perimeter controls (silt fence) will be installed prior to any construction activity in the area if geographical features and berms do not contain 100% of the water run-off from the site.
- Areas of the pit that are not in use or have been mined will be reclaimed by mechanical equipment to provide a safe slope (4/1) and proper drainage to maintain our SWPP.
- Berms will be constructed before and during construction as needed to eliminate run-off where the pits geography dictates. Vegetation will be grown on areas of the pit once reclaimed and deemed of no further economic use.

iii. *Water appropriation - Describe if the project proposes to appropriate surface or groundwater (including dewatering). Describe the source, quantity, duration, use and purpose of the water use and if a DNR water appropriation permit is required. Describe any well abandonment. If connecting to an existing municipal water supply, identify the wells to be used as a water source and any effects on, or required expansion of, municipal water infrastructure. Discuss environmental effects from water appropriation, including an assessment of the water resources available for appropriation. Identify any measures to avoid, minimize, or mitigate environmental effects from the water appropriation.*

Water appropriation has been occurring on this site for over 10 years under DNR permit 2006-0395. Water appropriation is used to wash sand and gravel at the site. The water is pumped from groundwater at a rate of around 300-400 GPM intermittently throughout the construction season. The water is put into a wash plant that washes the sand and rocks, then is discharged into a series of three holding ponds. These ponds settle out the dirt and silt from the water, with a recycling pump placed on the third pond to pump the water back into the wash plant. This system allows for only intermittent pumping through the year once the ponds are filled up in the spring.

The last ten years have averaged just over 11 million gallons taken from the ground each year. The current DNR permit allows for up to 40 million gallons to be taken annually. Pumping occurs generally between March and November each year depending on the weather, and the plant cannot run when the temperature is below 32 degrees F.

To minimize environmental impacts the three holding ponds on site are designed in hold just under 1.9 million gallons of water. Though some of the water is lost to evaporation, the remaining amounts are both infiltrated and recycled back into the wash plant, reducing the amount of new water needing to be pumped from the ground.

The surrounding area is heavily agricultural with the majority of use going towards the irrigation of fields as per the DNR.

iv. *Surface Waters*

a) *Wetlands - Describe any anticipated physical effects or alterations to wetland features such as draining, filling, permanent inundation, dredging and vegetative removal. Discuss direct and indirect environmental effects from physical modification of wetlands, including the anticipated effects that any proposed wetland alterations may have to the host watershed. Identify measures to avoid (e.g., available alternatives that were considered), minimize, or mitigate environmental effects to wetlands. Discuss whether any required compensatory wetland mitigation for unavoidable wetland impacts will occur in the same minor or major watershed, and identify those probable locations.*

There are no planned alterations, modifications, or impacts to existing wetlands on site. The cluster of wetlands on the northern part of the site (described above) and the portion of wetlands that touch the south eastern portion of the site have a 500' buffer built into the plan. Surface waters should be unaffected do to no run off leaving the work areas (being collected and infiltrated) and natural vegetation buffer zones being observed.

b) *Other surface waters- Describe any anticipated physical effects or alterations to surface water features (lakes, streams, ponds, intermittent channels, county/judicial ditches) such as draining, filling, permanent inundation, dredging, diking, stream diversion, impoundment, aquatic plant removal and riparian alteration. Discuss direct and indirect environmental*

*effects from physical modification of water features. Identify measures to avoid, minimize, or mitigate environmental effects to surface water features, including in-water Best Management Practices that are proposed to avoid or minimize turbidity/sedimentation while physically altering the water features. Discuss how the project will change the number or type of watercraft on any water body, including current and projected watercraft usage.*

Other than the wetlands, the small unnamed stream on the southeast portion of the property is the only other surface water. As this also falls within the 500' buffer zone, no effects or alterations should occur.

## **12. Contamination/Hazardous Materials/Wastes:**

- a. *Pre-project site conditions - Describe existing contamination or potential environmental hazards on or in close proximity to the project site such as soil or ground water contamination, abandoned dumps, closed landfills, existing or abandoned storage tanks, and hazardous liquid or gas pipelines. Discuss any potential environmental effects from pre-project site conditions that would be caused or exacerbated by project construction and operation. Identify measures to avoid, minimize or mitigate adverse effects from existing contamination or potential environmental hazards. Include development of a Contingency Plan or Response Action Plan.*

There is no known existing contamination to soil or ground water. There are no dumps, landfills, pipelines, or abandoned storage tanks. There is one existing permeant above ground storage tank on site that contains on-road diesel fuel for existing operations. The tank is a 4,000 gallon, double walled tank, Site ID 125723, tank # 1001 and is registered with the MPCA.

There are no known existing conditions that are exacerbated by the proposed expansion.

- b. *Project related generation/storage of solid wastes - Describe solid wastes generated/stored during construction and/or operation of the project. Indicate method of disposal. Discuss potential environmental effects from solid waste handling, storage and disposal. Identify measures to avoid, minimize or mitigate adverse effects from the generation/storage of solid waste including source reduction and recycling.*

Solid waste generation will be typical of commercial aggregate operations. Solid waste will be handled by the use of a commercial dumpster and disposal will be handled by the waste service company, which will dispose of the waste at an approved landfill.

The site generates a small amount of human waste which will be contained in portable toilets onsite and properly disposed of offsite. Wastewater in this manner will be disposed of offsite by the service provider.



- c. *Project related use/storage of hazardous materials - Describe chemicals/hazardous materials used/stored during construction and/or operation of the project including method of storage. Indicate the number, location and size of any above or below ground tanks to store petroleum or other materials. Discuss potential environmental effects from accidental spill or release of hazardous materials. Identify measures to avoid, minimize or mitigate adverse effects from the use/storage of chemicals/hazardous materials including source reduction and recycling. Include development of a spill prevention plan.*

No known hazardous materials are currently located on the site, with no change anticipated with the proposed expansion with the exception of small quantities of used oil, gasoline, diesel fuel, and other machinery fluids commonly used in aggregate mining, ready mix, washing, and hotmix plant operations. Use of toxic or hazardous materials, outside of vehicle fuels and lubricants, is not expected on the project site in conjunction with the proposed expansion.

Other than the fixed above ground storage tank # 1001 (described above), fuel and asphalt will be brought in on a transport truck when the pit is active and removed from the site when the pit is inactive. The gravel crushing equipment, ready mix plant, and hotmix plant are powered by electricity supplied by a portable diesel-powered generator. Mobile equipment to be fueled onsite will be fueled using tankers and following MPCA procedures, with liners and spill cleanup equipment onsite. If petroleum products are spilled at the site in spite of the precautions listed above, Tri-City Paving will follow a written spill procedure and their Federal Spill Prevention, Control, and Countermeasure Plan (SPCC) which is kept on onsite.

- d. *Project related generation/storage of hazardous wastes - Describe hazardous wastes generated/stored during construction and/or operation of the project. Indicate method of disposal. Discuss potential environmental effects from hazardous waste handling, storage, and disposal. Identify measures to avoid, minimize or mitigate adverse effects from the generation/storage of hazardous waste including source reduction and recycling.*

No hazardous wastes other than the fuels, oils, and lubricants described above are anticipated to be generated onsite. Used oil resulting from the equipment maintenance will be transferred to a mobile service vehicle and removed from the site. This generation is also covered by our MPCA and EPA MNG49 and SPCC Plans respectively.

**13. Fish, wildlife, plant communities, and sensitive ecological resources (rare features):**

*a. Describe fish and wildlife resources as well as habitats and vegetation on or in near the site.*

Fish and wildlife resources on and near the site are directly related to the composition, quality, size, and connectivity of natural communities including woodlands, wetlands, and croplands.

The majority of the property proposed for gravel mine expansion consists of mixed woodlands and croplands. The croplands are primarily used to grow corn, though soybeans and winter wheat have been planted over the years as part of natural crop rotation techniques. The woodlands are dominated by white pine, red pine, and red oak. Though some mixing naturally occurs, there are distinct areas with a more homogenous blend. Most notably, the natural existing forest consists of mostly oak and other deciduous trees, while four other areas ranging from 5 to 21 acres consist mainly of red and white pine. These four areas have been machine planted over the years (see **Exhibit 12**).

The wetlands on site consist of Type 3 and 6 wetlands (shallow marshes and scrub swamps). These are wetlands are dominated by trees, shrubs, emergent, and mosses. Erect rooted, herbaceous hydrophytes and woody vegetation less than 20 feet tall in general.

Wildlife resources that exist throughout the site include species that have adapted to forests, croplands, and wetlands such as ruffed grouse, ring-necked pheasant, wild turkey, blue jays, black capped chickadees, gray and red squirrels, cottontail rabbits, red fox, white-tailed deer, and Canadian Geese.

*b. Describe rare features such as state-listed (endangered, threatened or special concern) species, native plant communities, Minnesota County Biological Survey Sites of Biodiversity Significance, and other sensitive ecological resources on or within close proximity to the site. Provide the license agreement number (LA-\_\_\_\_) and/or correspondence number (ERDB \_20160394\_) from which the data were obtained and attach the Natural Heritage letter from the DNR. Indicate if any additional habitat or species survey work has been conducted within the site and describe the results.*

As seen in **Exhibit 13** the DNR did a review of the project and noted that the project fell in a RSEA that is ranked as Moderate. The DNR report identified two types of Dry Sands that are ecologically significant and should be avoided. These Gravel Oak and Gravel Prairie Sand areas are in the far western portion of the property (see map in the report) and are in our buffer zone where no mining will take place and where they will be undisturbed.

The report also mentioned three types of ecologically significant birds in the area as per their database. The Wilson's Phalarope, the Red Shouldered Hawk and the Northern Long-Eared Bat were all identified as being in the area. The Wilson's Phalarope resides in wetlands, and as per the report's recommendations there will not be any work in wetlands and any disturbances to this species should be mitigated. The Red-Shoulder Hawk have nests in trees in April through May, Tri-City will check any trees removed in this time-frame on the site to look for nests. Tri-City will contact the DNR if any are found. The final species, the Northern Long-Eared Bat was called out on the report, but noted that there are "no known occurrences of Northern Long-Eared Bat roots or hibernacula within an approximate one-mile radius of the proposed project".

- c. *Discuss how the identified fish, wildlife, plant communities, rare features and ecosystems may be affected by the project. Include a discussion on introduction and spread of invasive species from the project construction and operation. Separately discuss effects to known threatened and endangered species.*

Project development is expected to reduce forest from roughly 253 acres down to roughly 204 acres and to reduce crop land from 126 to 46 acres over the course of 40 years. These two types of terrain are the biggest loss areas, with grasslands making up the gains throughout the course of the projects and wetlands almost doubling in size once the project is completed. Some local decline in wildlife abundance is expected to result from the project. Populations of species that depend on mixed forest will likely be displaced. Migratory birds are expected to respond to the development by locating alternative nesting sites upon their return from wintering habitats, and some songbirds that readily adapt to fragmented habitats may become more numerous. Non-migratory species with small home ranges, such as small mammals, will experience more adverse effects. These species will compete with other individuals of the same species to claim territories in neighboring habitats or succumb to mortality during the project expansion. Species that prefer native grasses and grasslands should become more numerous with the crop land reduction and the grassland growth in the project boundaries over time.

Invasive species should not be an issue as native grass mixes and local tree type saplings will be used during the reclamation process.

There are no known threatened and endangered species that will be affected by the proposed project.

- d. *Identify measures that will be taken to avoid, minimize, or mitigate adverse effects to fish, wildlife, plant communities, and sensitive ecological resources.*

Several measures will be taken to minimize adverse effects to wildlife during this project. Lands will remain undisturbed until gravel is identified and mining is planned, leaving habitat available to wildlife until just prior to mining. Lands that have been mined will be reclaimed in concert with mining operations, creating habitat in areas as soon as economically practical. All reclamation will be done with MnDOT Native Seed mixes appropriate for the area and trees from local nurseries replacing lost habitat with similar species. Wetlands will be created through the natural mining process and water collection on the bottoms of pits due to clay and silty soils collecting during the natural infiltration process. Reclaimed areas that will contain permanent or seasonal water retention shall contain irregular bottoms and irregular perimeters to reasonable mimic natural permanent or seasonal water bodies as per the DNR's Handbook for Reclamation of Sand and Gravel Pits.

#### **14. Historic properties:**

*Describe any historic structures, archeological sites, and/or traditional cultural properties on or in close proximity to the site. Include: 1) historic designations, 2) known artifact areas, and 3) architectural features. Attach letter received from the State Historic Preservation Office (SHPO). Discuss any anticipated effects to historic properties during project construction and operation. Identify measures that will be taken to avoid, minimize, or mitigate adverse effects to historic properties.*

There are no known historic structures, archeological sites, or cultural properties in the project area. The site has had multiple SHPO reviews over the years with all stating “No Historic Properties Affected” (See Exhibit 14 for an example).

**15. Visual:**

*Describe any scenic views or vistas on or near the project site. Describe any project related visual effects such as vapor plumes or glare from intense lights. Discuss the potential visual effects from the project. Identify any measures to avoid, minimize, or mitigate visual effects.*

The project will create small visual impacts. Measures taken to reduce impacts and increase screening from neighbors will include placing machinery in the lower elevations of the pit, a minimum setback of 50 feet from the property lines, and creation of topsoil berms that will be seeded and stabilized. These features will provide visual barriers along with the general remoteness of the site, it is only visible from 165<sup>th</sup> ave on the eastern edge of the property currently with plans to create a berm that will block of all visual site of the pit. No intense lights permeate past the property edges, and only a faint vapor plume can be seen during hotmix plant operations, this plume will not be changed from current operations due to this proposed expansion.

**16. Air:**

- a. *Stationary source emissions - Describe the type, sources, quantities and compositions of any emissions from stationary sources such as boilers or exhaust stacks. Include any hazardous air pollutants, criteria pollutants, and any greenhouse gases. Discuss effects to air quality including any sensitive receptors, human health or applicable regulatory criteria. Include a discussion of any methods used assess the project's effect on air quality and the results of that assessment. Identify pollution control equipment and other measures that will be taken to avoid, minimize, or mitigate adverse effects from stationary source emissions.*

Fugitive dust emissions produced by the gravel crushing operations will comply with MPCA/EPA opacity standards. Equipment tested has complied with established opacity standards. Tri-City currently has MPCA air quality permits for the operation of crushing, washing, and hotmix plant operations on site. The Option D permit for hotmix plant operations (Permit# 00000051-001) and Air Emission permit for Non-metallic crushing (Permit# 09700038) are monitored yearly by the MPCA and emissions all fall well under MPCA limits and guidelines. Emission are primarily from the burning of diesel fuel in portable generators for power and used oil for equipment operation and hotmix plant fuel.

- b. *Vehicle emissions - Describe the effect of the project's traffic generation on air emissions. Discuss the project's vehicle-related emissions effect on air quality. Identify measures (e.g. traffic operational improvements, diesel idling minimization plan) that will be taken to minimize or mitigate vehicle-related emissions.*

There will be no increase in truck traffic due to this proposed expansion as the site is an existing pit. Volume levels of vehicle traffic are expected to remaining similar to current levels. Truck traffic has not and is not expected to have a serious effect on air quality. The use of Minnesota Highway 371 and 165<sup>th</sup> ave is consistent with its design to handle personal,

commercial, and industrial traffic. Seasonal weight restrictions will be followed. Trucks used for hauling gravel and hotmix will meet state standards for air emissions.

To reduce or eliminate dust created from hauling operations, travel routes within the site will be water or treated with Calcium Chloride dust suppressant during hauling operations. The project is expected to have a negligible impact on air quality.

- c. *Dust and odors - Describe sources, characteristics, duration, quantities, and intensity of dust and odors generated during project construction and operation. (Fugitive dust may be discussed under item 16a). Discuss the effect of dust and odors in the vicinity of the project including nearby sensitive receptors and quality of life. Identify measures that will be taken to minimize or mitigate the effects of dust and odors.*

This site has been active for two decades with no known issues related to dust or odors. Measures to mitigate and minimize impacts to nearby homes and roadways will continue to be used by the project proposer as follows:

- 1) Dust suppressants will be used as necessary to minimize impacts during crushing operations
- 2) Dust control techniques will be employed when needed and may include spraying water or calcium chloride around the bit and haul roads within the pit.
- 3) Berms will be constructed near property lines and a 50 foot wide buffer will be maintain along property lines.
- 4) Crushing equipment and most mobile equipment operations will be located at relatively low elevations with in the gravel pit to provide vertical and horizontal separation from adjoin properties and help contain and reduce the dust generated by proposed operations.

## **17. Noise**

*Describe sources, characteristics, duration, quantities, and intensity of noise generated during project construction and operation. Discuss the effect of noise in the vicinity of the project including 1) existing noise levels/sources in the area, 2) nearby sensitive receptors, 3) conformance to state noise standards, and 4) quality of life. Identify measures that will be taken to minimize or mitigate the effects of noise.*

Noise will be generated from excavation, crushing, wash plant, hotmix plant, and hauling activities. MPCA and EPA noise standards apply to this operation. To mitigate noise effects, stockpiles, berms, and natural topography will be used to aid in reducing noise during operations. Measures taken to reduce noise and increase screening from neighbors will include minimum setbacks of 50 feet from property lines and creation of topsoil berms that will be seeded and stabilized. These measures will also provide visual barriers and potential noise and dust barriers. In addition, the machinery from all operations will generally be located at relatively low elevations in the pit too provide vertical and horizontal separation from neighbors. Extraction depths will be around 30-40 feet with the equipment generally being less than 20 feet in height. Therefore, a minimum separation of 10 feet is expected to direct noise up from the operations instead of out. Noise levels are not expected to exceed 65 dBA at property lines.

## **18. Transportation**

- a. *Describe traffic-related aspects of project construction and operation. Include: 1) existing and proposed additional parking spaces, 2) estimated total average daily traffic generated, 3) estimated maximum peak hour traffic generated and time of occurrence, 4) indicate source of trip generation rates used in the estimates, and 5) availability of transit and/or other alternative transportation modes.*

The parking area for employees is contained within the project site and is not expected to change due to the proposed expansion, No specific parking stalls are created on the property. The average number of vehicles onsite during operations, not counting haul trucks, has been and will continue to be approximately 1-6, depending on the operations being conducted. Estimated total average daily traffic generated would be between 0 and 300 trips with 100 being an average. The trip generation rate for the pit was determined based on data provided from existing operations of Tri-City Paving and two decades of operations at this site. A maximum of 30 trucks an hour is estimated to be at the site when it is at peak maximum production. The timing of the truck trips will vary depending on the demand for aggregate and bituminous paving, and the distance of the end-use project from the gravel mine.

- b. *Discuss the effect on traffic congestion on affected roads and describe any traffic improvements necessary. The analysis must discuss the project's impact on the regional transportation system. If the peak hour traffic generated exceeds 250 vehicles or the total daily trips exceeds 2,500, a traffic impact study must be prepared as part of the EAW. Use the format and procedures described in the Minnesota Department of Transportation's Access Management Manual, Chapter 5 (available at: <http://www.dot.state.mn.us/accessmanagement/resources.html>) or a similar local guidance,*

The truck traffic exiting the site is not expected to change in any appreciable form due to the proposed expansion. Half of the traffic comes in from the west off of Minnesota State Highway 371, down 250<sup>th</sup> street and into the pit. The other half comes in from the east on 160<sup>th</sup> Ave. These routes have been used for years and the trucks meet the road weight limits and no damage or extra congestion has occurred due to the pits relative remote location and very low traffic count around the site.

- c. *Identify measures that will be taken to minimize or mitigate project related transportation effects.*

Tri-City has installed stop signs and truck hauling signs around the pit to help control traffic. On the day prior to a holiday or weekend evenings, trucks are kept to the east entrance and exit to remove the congestion on MN 371 due to the travelers going up to their cabins from the cities during these times.

**19. Cumulative potential effects:** *(Preparers can leave this item blank if cumulative potential effects are addressed under the applicable EAW Items)*

- a. *Describe the geographic scales and timeframes of the project related environmental effects that could combine with other environmental effects resulting in cumulative potential effects.*
- b. *Describe any reasonably foreseeable future projects (for which a basis of expectation has been laid) that may interact with environmental effects of the proposed project within the geographic scales and timeframes identified above.*
- c. *Discuss the nature of the cumulative potential effects and summarize any other available information relevant to determining whether there is potential for significant environmental effects due to these cumulative effects.*

Potential cumulative effects of anticipated future projects are not expected to be substantially greater than the proposed project, as there are currently no large or intense development projects known to be planned in the vicinity of the proposed project. Tri-City Paving does not own additional land adjacent to the project and no other similar projects are known to be planned in the area. The proposed gravel mine expansion may interact with public road improvements in the region but not to any additional extent than is currently being realized. Most of the surrounding properties are in private ownership and are large farmland parcels. If there are future developments that meet or exceed mandatory EAW category thresholds, their potential effects will need to be addressed in a separate EAW.

**20. Other potential environmental effects:** *If the project may cause any additional environmental effects not addressed by items 1 to 19, describe the effects here, discuss the how the environment will be affected, and identify measures that will be taken to minimize and mitigate these effects.*

There are no other anticipated environmental effects anticipated for this project.

**RGU CERTIFICATION.** *(The Environmental Quality Board will only accept **SIGNED** Environmental Assessment Worksheets for public notice in the EQB Monitor.)*

**I hereby certify that:**

- The information contained in this document is accurate and complete to the best of my knowledge.
- The EAW describes the complete project; there are no other projects, stages or components other than those described in this document, which are related to the project as connected actions or phased actions, as defined at Minnesota Rules, parts 4410.0200, subparts 9c and 60, respectively.
- Copies of this EAW are being sent to the entire EQB distribution list.

Signature \_\_\_\_\_

Date

\_\_\_\_\_

Title \_\_\_\_\_



**STATE OF MINNESOTA  
ENCUMBRANCE WORKSHEET**

**State Accounting Information:**

**SWIFT PO No.** 30-104641

Agency: R29	Fiscal Year:2017	Vendor Number:0000197305
Total Amount of Contract:\$133,734.00	Amount of contract first FY:	Amount of contract second FY:
UNSPSC/Category:84101501	UNSPSC/Category:	UNSPSC/Category:
Account Code:411302	Account Code:	Account Code:
Amount: \$133,734.00	<b>Amount:</b>	Amount:
<b>Accounting Chartfield 1:</b>	<b>Accounting Chartfield 2:</b>	<b>Accounting Chartfield 3:</b>
Fund: 2101	Fund:	Fund:
ApprID: R294401	ApprID:	ApprID:
FinDeptID: R2934352	FinDeptID:	FinDeptID:
Agency Cost 1: 29250	Agency Cost 1:	Agency Cost 1:
Agency Cost 2 :	Agency Cost 2 :	Agency Cost 2 :
Amount: \$133,734.00	Amount:	Amount:

**Contract Purpose: FY 2017 Snowmobile GIA Maintenance and Grooming Grant**

**Contract Start Date: 7/1/2016**

**Expiration Date: 6/30/2017**

**Trail/Club Name: Morrison County Recreational Trails**

**Sponsor Name and Address: Morrison County  
Deb Lowe Morrison County Treasurer  
213 First Ave SE  
Little Falls, MN 56345**

**Submitted by: Tim Edgeton**

**Phone: 320-223-7861**

**MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM  
SNOWMOBILE FY 2017  
MAINTENANCE AND GROOMING GRANT AGREEMENT**

Local Unit of Government (Sponsor) Morrison County	Trail/Club Name Morrison County Recreational Trails	Grant Amount \$133,734.00
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THIS AGREEMENT is made between the STATE OF MINNESOTA, acting by and through the Commissioner of Natural Resources, hereinafter referred to as the "State," and Local Unit of Government, hereinafter referred to as the "Sponsor" relating to the maintenance and grooming of the trails specified above; and

WHEREAS, the Sponsor desires to maintain trails for the enjoyment of the public; and

WHEREAS, the Minnesota Snowmobile Trails Assistance Program provides grants to local units of government for the maintenance of recreational trails pursuant to Minnesota Statutes Chapter 84.83; and

WHEREAS, the Sponsor has applied to the State for a grant for said trails and has submitted the Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming application form, required attachments, and resolution of the Sponsor authorizing the proposed maintenance and grooming. The submitted application form and required attachments are hereinafter referred to as the "Plan", and the sponsor resolution is attached and incorporated into this agreement as Exhibit A; and

NOW THEREFORE, it is agreed between the parties as follows:

**A. TRAIL OBLIGATION OF THE SPONSOR.** The Sponsor agrees to maintain the proposed trails in accordance with the guidelines contained within the current **Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming Manual**, hereinafter referred to as the "Manual" as accepted or amended by the State. All work will be the responsibility of the Sponsor, its employees, or the sponsor's agent provided the agent is registered as a nonprofit corporation with the State of Minnesota. The Sponsor shall:

1. Proceed to acquire necessary interests in lands on the Trail. The Sponsor must acquire land in fee, easement, lease, permit, or other authorization for said Trail. The term of said interest shall be no less than four (4) months between November 15 of any year and April 1 of the succeeding year. For each parcel of land crossed by the Trail, the Sponsor shall obtain from the owner of said parcel a permit, lease, easement, deed, or other authorization for said crossing in accordance with Minnesota Statutes Chapter 604A. The Sponsor shall certify that the necessary interests in the land have been obtained and are on file with the Sponsor or the sponsor's agent.
2. Provide adequate maintenance and grooming on the Trail, which shall include keeping it reasonably safe for public use; provide sanitation and sanitary facilities when needed; and provide other maintenance and grooming as may be required. The Sponsor and not the State is responsible for maintaining signs and maintenance and grooming of the Trail.

**B. TECHNICAL ASSISTANCE.** Upon the request of the Sponsor to the extent possible, the State will provide technical assistance with major problems encountered in the maintenance and grooming of the Trail.

C. FUNDING. The State's sole responsibility under this Agreement is to provide funds to the Sponsor. In the event that state funds become unavailable because of legislative or executive action or restraints, the grant amount may be reduced or canceled by the State. Due to variability in revenues to the snowmobile account, in FY2017 the State/DNR may reduce or not disburse funds for the third and/or fourth benchmarks.

D. DISBURSEMENT. The State agrees to disburse funds to the Sponsor pursuant to this Agreement based upon the satisfactory completion of significant performance benchmarks as identified in section F. This grant shall not exceed the Grant Amount as specified above. Funds not earned and paid out will be canceled annually at the end of the State's fiscal year (June 30).

E. GROOMING. In order to receive maximum disbursement from this Agreement, the Sponsor agrees to groom the entire Trail referred to within the Plan in accordance with the Trail Grooming Guidelines established in the Manual.

#### F. PAYMENT.

##### 1. Trail Completion Benchmark, 45% of Total Grant Amount

Disbursement of these funds is contingent on the sponsor providing a high quality map that shows the final alignment of the trail and a Trail Completion Certification Form that the trail is open and available for use. The certification must be received by December 15<sup>th</sup> of that year. This includes having the trail brushed, bridges in repair, signs installed, gates were capable of being open (snow permitting), and any other additional work needed. Also the Sponsor ensures that interest in lands to operate a snowmobile trail have been acquired through fee, easement, lease, permit, or other authorizations of interest throughout the entire Trail.

##### 2. Grooming Certification Benchmark, Opening – January 15, 25% of Total Grant Amount

A portion of the grooming monies will be disbursed to the Sponsor by the DNR based upon the Certification of Satisfactory Grooming Form received from the Sponsor that the trails have been properly groomed from opening day through January 15<sup>th</sup>. The certification must be received by February 15<sup>th</sup> of that year. The Sponsor in coordination with the Club must maintain sufficient records to document the activity.

##### 3. Grooming Certification Benchmark, January 16 – Closing, 25% of Total Grant Amount

The second disbursement of the grooming monies will be made to the Sponsor by the DNR based upon the Certification of Satisfactory Grooming Form received from the Sponsor and verification that the trails were groomed to the satisfaction of the Sponsor from January 16<sup>th</sup> through the end of the season. The certification must be received by April 15<sup>th</sup> of that year. The Sponsor in coordination with the Club must maintain sufficient records to document the activity.

##### 4. Trail Closure/Application Submission Benchmark, 5% of Total Grant Amount

The final payment will be based upon the Trail Closure/Application Submission Certification form received from the Sponsor. The certification must be received by May 15<sup>th</sup>. A completed application for the next year must accompany the certification. Must provide evidence that Sponsor and Club attended spring training session conducted by DNR. A map indicating the "anticipated" alignment of the trail must also be submitted. A back-up grooming plan must also be provided.

#### G. PENALTIES.

1. If it is determined that the **Trail Completion Certification benchmark** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 45% of the Total Annual Grant Amount.

2. If it is determined that the **Grooming Certification benchmark for the period of opening day through January 15** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.

3. If it is determined that the **Grooming Certification benchmark for the period of January 16 through the end of the season** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.

4. If it is determined that the **Trail Closure/Application Submission Certification benchmark** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 5% of the total annual Grant Amount.

In addition to the above penalties, the State reserves the right to reduce payment in the following year's agreement or to exclude the Sponsor from participation in the Trails Assistance Program.

H. ACCOUNTING AND AUDIT. The Sponsor shall maintain books, records, documents, and other evidence relevant to this grant and in such detail that will accurately reflect the benchmarks that have been reached in this program and that have received payment. The Sponsor shall use generally accepted accounting principles and these records shall be retained for six years after this grant terminates. The State, its representative or the legislative auditor shall have the right to examine this evidence and the Sponsor shall make them available at the office at all reasonable times during the record retention period. Records shall be sufficient, as defined in the Manual to reflect significant costs incurred and volunteer donation of time, equipment, and/or materials in performance of this grant.

I. WORKER'S COMPENSATION. The Sponsor shall comply with the provisions for worker's compensation in Minnesota Statutes Chapter 176.181, Subd. 2 and 176.182 and all applicable rules and subsequent amendments thereto.

J. LIABILITY. Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. The provisions of the Minnesota Tort Claims Act, Minnesota Statutes Chapter 3.736 and other applicable law shall govern the State's liability. The provisions of Minnesota Political Subdivisions Tort Liability, Minnesota Statutes Chapter 466.02 and other applicable law shall govern the Sponsor's liability.

K. TERM.

1. **Effective date: July 1, 2016.** Per MN Statute 16B.98, Subd. 5 and Subd. 7, this agreement is not valid and no payments will be made to the Grantee until this grant contract is fully executed, however, eligible expenses may be incurred the date the appropriation becomes available.
2. **Expiration date: June 30, 2017,** or until all obligations have been satisfactorily fulfilled, whichever is sooner.

L. TERMINATION. This Agreement may be terminated by the State in the event of a default by the Sponsor; the legislature appropriates insufficient monies for the program, or the abandonment of the Trail. The State and the Sponsor may also terminate it upon mutual agreement, upon 30 days' written notice to each entity.

M. ASSIGNMENT OR MODIFICATION. The Sponsor may not assign any of its rights or obligations under this Agreement without the prior written consent of the State. No change or modification of the terms or provisions of this Agreement shall be binding unless such change or modification is in writing and signed by both parties to this Agreement.

N. DATA DISCLOSURE. Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

O. GOVERNING LAW, JURISDICTION, AND VENUE. Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

P. AUTHORIZED REPRESENTATIVE. The State's Authorized Representative is the Trail Area Supervisor from the Parks and Trails Division of the Department of Natural Resources for the area where the trail is located, or his/her successor, and has the responsibility to monitor the Sponsors performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment. A list of the Trail Area Supervisors can be found on the program webpage ([http://files.dnr.state.mn.us/assistance/grants/recreation/ohv/area\\_supps.pdf](http://files.dnr.state.mn.us/assistance/grants/recreation/ohv/area_supps.pdf)).

The Sponsor's Authorized Representative is the contact person and individual who provide the authorized signature for the Sponsor, which can be found on the program application (incorporated here into this agreement by reference). If the Sponsor's Authorized Representative changes at any time during this grant contract, the Sponsor must immediately notify the State.

The authorized representative of the sponsor is prohibited from being an officer or bookkeeper/accountant of the club or organization receiving this grant on behalf of the State.

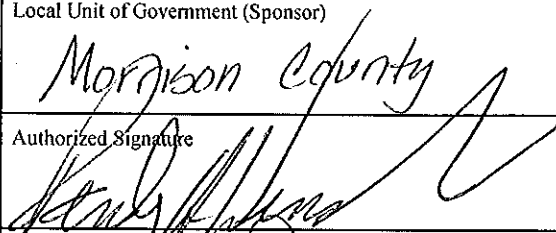
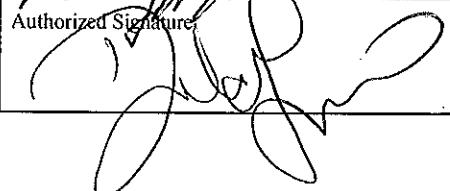
Q. INVASIVE SPECIES PREVENTION. The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during work. The Grantee and/or contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by Grantee and/or contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite. Note that transporting noxious weeds requires a permit from the Minnesota Department of Agriculture.


The Grantee and/or contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

**LOCAL UNIT OF GOVERNMENT SPONSOR**

Local Unit of Government (Sponsor)		
Morrison County		
Authorized Signature	Title	Date
	Board Chairman	11/22/16
Authorized Signature	Title	Date
	County Administrator	11/22/16

**DEPARTMENT OF NATURAL RESOURCES**

Individual certifies that funds have been encumbered as required by M.S. § 16A.15 and 16C.05.	State Encumbrance Verification	Date
	SWIFT PO #: 30-104641	10-24-16
Authorized Signature	Parks and Trails Division Director or Deputy Director	Date

# RESOLUTION # 2016-099

Requesting a Traffic Engineering Investigation of CR 258 (Hillton Road)  
Between CSAH 26 and 1<sup>st</sup> St SE in Little Falls

WHEREAS, substantial development is taking place along Hillton Road, especially from the 93<sup>rd</sup> St to 103<sup>rd</sup> St, and

WHEREAS, bus stop warning signs have been placed because of restricted sight distance in the areas of residential development, and

WHEREAS, there are extensive access locations and high traffic volumes, and

WHEREAS, to ensure the health and safety of the driving public and the local residents a traffic engineering investigation is needed, and

WHEREAS, the Morrison County Board of Commissioners believe that a traffic engineering investigation to establish reasonable speed zones would be in the best interest for the traveling public.

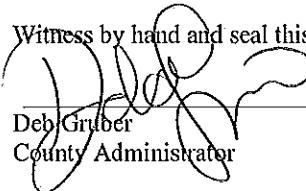
NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the County of Morrison, State of Minnesota, respectfully requests the Commissioner of the Transportation, State of Minnesota, to study and make recommendations relative to speed limits on CR 258, between CSAH 26 and 1<sup>st</sup> St SE in Little Falls.

STATE OF MINNESOTA }  
COUNTY OF MORRISON }

I, Deb Gruber, County Administrator, Morrison County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Morrison County in Little Falls, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on this 11 day of Nov, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski					X
Johnson				X	
Winscher	X				
Wilson	X				
Maurer	X				

Witness by hand and seal this 11 day of Nov 2016.

  
\_\_\_\_\_  
Deb Gruber  
County Administrator

**MORRISON COUNTY  
REQUEST FOR BOARD ACTION**

REQUESTED BOARD DATE: 11/22/16  
DEPARTMENT Public Works  
PRESENTER Steve Backowski

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BOARD ACTION REQUESTED (check one):

- Action/Motion  
 Discussion/Report  
 Proclamation/Certificate  
 Resolution  
 Agreement/Contract - County Attorney Approval?  
 Yes  No
- 

BRIEF DESCRIPTION: Authorize the County Board Chairman and County Administrator to sign the Memorandum of Understanding between Morrison County, City of Little Falls and Town of Little Falls defining the terms and conditions on various roads.

FINANCIAL IMPLICATIONS:  Yes  No  
Is cost budgeted in current year?  Yes  No  
Grant Funded?  Yes  No

Additional information attached:  Yes  No



**MEMORANDUM OF UNDERSTANDING BY AND AMONG THE COUNTY OF MORRISON,  
CITY OF LITTLE FALLS, AND TOWN OF LITTLE FALLS**

**THIS MEMORANDUM OF UNDERSTANDING** (“MOU”) is made and entered into this 3<sup>rd</sup> day of October, 2016 by and among the County of Morrison, a Minnesota body politic and corporate (“**County**”), the City of Little Falls, a Minnesota municipal corporation (“**City**”), and the Town of Little Falls, a Minnesota public corporation (“**Town**”). The County, City, and Town may hereinafter be referred to individually as a “party” or collectively as the “parties.”

**WHEREAS**, the County acting by and through its Board of Commissioners, the City acting by and through its City Council, and the Town acting by and through its Board of Supervisors determine that it is in the best interest of their respective constituents to work towards an integrated and coordinated transportation system that is consistent in design and jurisdiction when based on traffic demands and use; and

**WHEREAS**, the parties desire to work cooperatively to have the County become the road authority and improve the portion of 138<sup>th</sup> Street located from its intersection with the Airport Road to 155<sup>th</sup> Avenue, together with the unbuilt portion that will serve as an extension of 138<sup>th</sup> Street from 155<sup>th</sup> Avenue to Morrison County Road 256/160<sup>th</sup> Avenue (collectively, the “**Project Area**”); and

**WHEREAS**, the portion of 138<sup>th</sup> Street from the Airport Road to 155<sup>th</sup> Avenue is under the jurisdiction of the City (“**City Portion**”) and the planned and unbuilt extension of 138<sup>th</sup> Street from 155<sup>th</sup> Avenue to 160<sup>th</sup> Avenue is anticipated to be acquired by the Town (“**Town Portion**”). The City Portion of the Project Area is not a municipal state-aid street; and

**WHEREAS**, the Project Area, which consists of the City Portion and the Town Portion, is an extension of 4<sup>th</sup> Street SE in the City, which is under the jurisdiction of the County; and

**WHEREAS**, as part of this coordination effort, the County will transfer to the City, and the City will accept as a City street, the portion of Riverview Street NE from 13<sup>th</sup> Avenue NE to County State Aid Highway 76 (“**Riverview Segment**”); and

**WHEREAS**, the Town Portion will connect 138<sup>th</sup> Street to County Road 256/160<sup>th</sup> Avenue, thereby eliminating the need for vehicular traffic on the existing 155<sup>th</sup> Avenue and 133<sup>rd</sup> Street, both of which are Town roads, located to the south and east of 138<sup>th</sup> Street (collectively, the “**Replaced Roads**”); and

**WHEREAS**, the Project Area, when constructed and paved, will serve as a collector to provide access to the Little Falls/Morrison County Airport (Lindbergh Field), hospital, churches, schools, recreational areas and public facilities; and

## Memorandum Of Understanding By and Among The County Of Morrison, City of Little Falls, and Town Of Little Falls

**WHEREAS**, the parties determine it is in their respective best interests to have the County take over and maintain the Project Area as a County road once the City Portion is improved and the Town Portion is acquired and constructed.

**NOW, THEREFORE**, the parties hereby agree as follows:

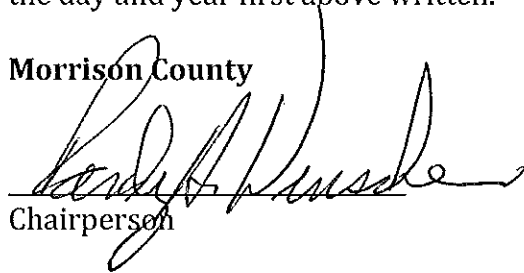
1. Town Portion. The Town agrees to acquire permanent easements to provide for a one hundred (100) foot public right-of-way corridor for the Town Portion of the Project Area. The County will provide the Town the easement forms, including the legal descriptions of the affected properties and of the easement areas, to be used by the Town for the acquisition of the right-of-way. The parties understand it may be necessary for the Town to revise the terms of the easements, but the County must consent to any revisions to its easement forms.
2. Replaced Roads. Once the Project Area is taken over by the County and constructed, the Town agrees to pass a resolution pursuant to Minnesota Statutes, section 164.152 to close the Replaced Roads to automobile and truck traffic, but may allow the Replaced Roads to remain open for other purposes as determined by the Town.
3. City Portion. The City agrees to acquire permanent easements to provide for a one hundred (100) foot public right-of-way corridor for the City Portion of the Project Area. The County will provide the City the easement forms, including the legal descriptions of the affected properties and of the easement areas, to be used by the City for the acquisition of the right-of-way. The parties understand it may be necessary for the City to revise the terms of the easements, but the County must consent to any revisions to its easement forms.
4. Transfer of Riverview Segment. The County and City agree they will develop a separate agreement pursuant to Minnesota Statutes, section 163.11, subdivision 9 to accomplish the transfer of jurisdiction and ownership for the Riverview Segment from the County to the City. Upon the execution of such agreement, the City shall become the road authority for the Riverview Segment and shall be responsible for maintaining, repairing, and improving it in the same manner as other City streets.
5. County Road Designation. The County agrees to adopt a resolution pursuant to Minnesota Statutes, section 163.11, subdivision 1 to designate the Project Area as a County Road. Such resolution shall be adopted immediately following the acquisition and recording of the easements for the City Portion and the Town Portion of the Project Area. The City and Town agree to take such actions as may be needed to consent to the designation of the Project Area as a County Road. The County shall thereafter be the road authority for the Project Area and be responsible for its construction, maintenance, repair, and improvement.
6. Project Area Improvements. The County agrees to include the construction of the Project Area in the County's Transportation Improvement Plan to be constructed and

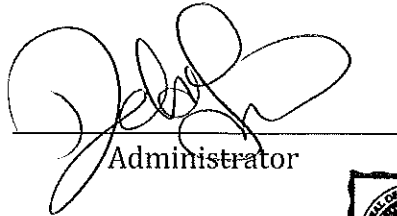
**Memorandum Of Understanding By and Among The County Of Morrison, City of Little Falls, and Town Of Little Falls**

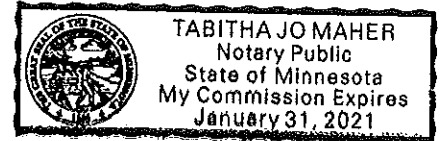
- 7. Term. This MOU shall be effective as of the date first written above and shall continue until the County completes the construction of the Project Area improvements as provided herein.
- 8. Entire Agreement. This MOU, including the recitals which are incorporated herein, contains the entire understanding of the parties regarding the matters addressed herein. No modifications to this MOU are effective unless in writing and signed by all parties.

IN WITNESS WHEREOF, the parties have caused this MOU to be duly executed as of the day and year first above written.

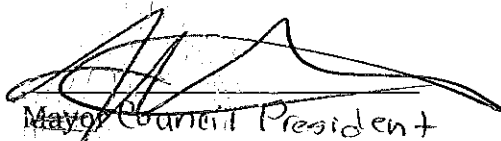
**Morrison County**

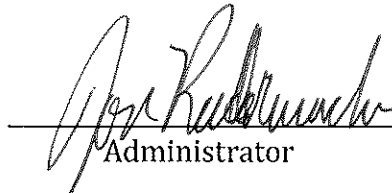
  
Chairperson

  
Administrator

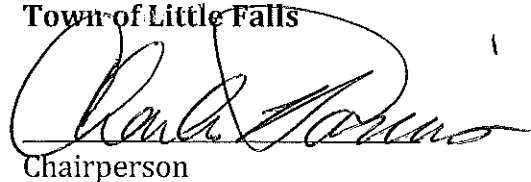


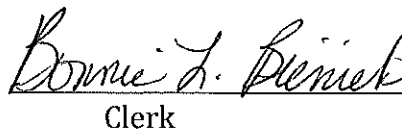
**City of Little Falls**

  
Mayor/Council President

  
Administrator

**Town of Little Falls**

  
Chairperson

  
Clerk



EXTRACT OF MINUTES OF A MEETING OF THE  
BOARD OF COMMISSIONERS OF  
MORRISON COUNTY, MINNESOTA

HELD: November 22, 2016

Pursuant to due call and notice thereof, a regular meeting of the Board of Commissioners of Morrison County, Minnesota, was duly held at the Morrison County Government Center in the City of Little Falls, Minnesota on Tuesday, the 22nd day of November, 2016, at 9:00 A.M. for the purpose, in part, of calling an informational question and answer session and a public hearing on the intention to issue general obligation capital improvement plan bonds and the proposal to adopt a capital improvement plan therefor.

The following Commissioners were present:

and the following were absent:

Commissioner J. Inski introduced the following resolution and moved its adoption:

RESOLUTION CALLING QUESTION AND ANSWER SESSION  
AND PUBLIC HEARING ON  
THE INTENTION TO ISSUE GENERAL OBLIGATION CAPITAL  
IMPROVEMENT PLAN BONDS AND THE PROPOSAL TO  
ADOPT A CAPITAL IMPROVEMENT PLAN THEREFOR

A. WHEREAS, pursuant to Minnesota Statutes, Section 373.40, Subd. 2 (b), the Board of Commissioners of Morrison County, Minnesota (the "County") may issue bonds to finance capital improvements under its capital improvement plan (the "Plan") without an election provided that, among other things, prior to issuing the bonds the County adopts the Plan after a public hearing thereon and publishes a notice of its intention to issue the bonds and the date and time of a hearing to obtain public comment on the matter; and

B. WHEREAS, the Board of Commissioners will hold an informational question and answer session on Tuesday, December 13, 2016, at 7:00 P.M., and a public hearing on Tuesday, December 20, 2016, at 9:00 A.M, on its intention to issue general obligation capital improvement plan bonds (the "Bonds") and to adopt the Plan therefor pursuant thereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Morrison County, Minnesota, that the Board hereby calls for an informational question and answer session and a public hearing on its intent to issue the Bonds and to adopt the Plan therefor, such session and hearing to be held on the dates and times set forth in Exhibit A attached hereto. The County Administrator is hereby directed to cause the notice to be published at least 14 but not more than 28 days before the hearing in the official newspaper of the County or a newspaper of general circulation in the County.

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner MSW and, after full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA )  
COUNTY OF MORRISON )

I, the undersigned, being the duly qualified and acting County Administrator of Morrison County, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the Board of Commissioners of said County, duly called and held on the date therein indicated, insofar as such minutes relate to the County Board calling an informational question and answer session and public hearing on the intent to issue general obligation capital improvement plan bonds and proposal to adopt a capital improvement plan therefor.

WITNESS my hand this 22nd day of November, 2016.

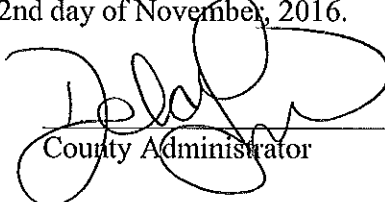
  
\_\_\_\_\_  
County Administrator

EXHIBIT A

MORRISON COUNTY, MINNESOTA

NOTICE OF QUESTION AND ANSWER SESSION  
AND PUBLIC HEARING  
ON THE INTENT TO ISSUE  
GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS  
AND PROPOSAL TO ADOPT A CAPITAL  
IMPROVEMENT PLAN THEREFOR

NOTICE IS HEREBY GIVEN, that the Board of Commissioners of Morrison County, Minnesota, will hold two meetings relating to the proposed renovation of the County Courthouse. An Informational Question and Answer Session will be held on Tuesday, December 13, 2016, at 7:00 P.M. at the Morrison County Government Center in Little Falls, Minnesota. A Public Hearing will be held on Tuesday, December 20, 2016, at 9:00 A.M. at the Morrison County Government Center, for the purpose of hearing comments on (a) the intention to issue general obligation capital improvement plan bonds in an amount not to exceed \$14,500,000 and (b) the proposal to adopt a capital improvement plan therefor. The proceeds of the bonds will be used for renovation and remodeling of the existing Courthouse complex, including HVAC systems, roofing, and restrooms, pursuant to Minnesota Statutes, Section 373.40, Subd. 2 (b).

All persons interested may appear and be heard at the times and places set forth above.

If a petition requesting a vote on the issuance of the bonds is signed by voters equal to 5 percent of the votes cast in the County in the last general election and is filed with the County Administrator within 30 days after the public hearing, the bonds may only be issued upon obtaining the approval of the majority of the voters voting on the question of issuing the bonds.

Individuals unable to attend the public hearing can make written comment by writing to Ms. Deb Gruber, County Administrator, Morrison County Courthouse, 213 Southeast First Avenue, Little Falls, MN 56345.

Written comments must be received prior to the December 20, 2016, public hearing.

BY ORDER OF THE BOARD OF COMMISSIONERS

/s/ Deb Gruber  
County Administrator

RESOLUTION 2016-100

CLOSED EXECUTIVE SESSION  
LABOR NEGOTIATIONS STRATEGY

WHEREAS, Morrison County will be entering into labor negotiations for 2017, with two bargaining units and;

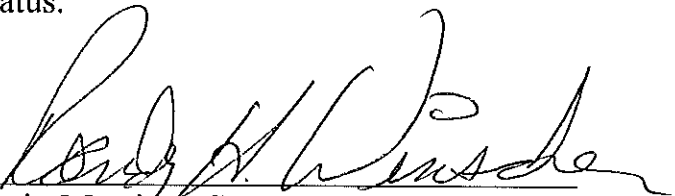
WHEREAS, Morrison County wishes to develop negotiation strategies;

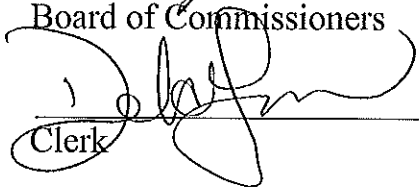
WHEREAS, pursuant to Minnesota Statute Chapter 13D.03, the County Board by resolution may close a meeting to discuss labor negotiations strategies;

NOW THEREFORE, be it resolved:

The Morrison County Board of Commissioners hereby closes the County Board meeting on November 22, 2016 in order to discuss the status of labor negotiations and receive a report on the status.

Date: November 22, 2016

  
\_\_\_\_\_  
Chair, Morrison County  
Board of Commissioners

  
\_\_\_\_\_  
Clerk