

# KASSON CITY COUNCIL REGULAR MEETING AGENDA

Wednesday, June 12, 2019

6:00 PM

## PLEDGE OF ALLIANCE

### 6:00 A. COUNCIL

1. Approve agenda - Make additions, deletions or corrections at this time.
2. Consent Agenda - All matters listed under Item 2, Consent Agenda, are considered to be routine and non-controversial by the City Council and will be enacted with one motion. There will not be separate discussion of these items unless a Council Member so requests, in which case the item will be removed from the Consent Agenda and will be considered separately.

a. Minutes from May 22, 2019

b. Claims processed after the May 22, 2019 regular meeting, as audited for payment

d. Evaluation:

i. Pat Shafer-Gottschalk	Circulation Technician	At Top of Scale
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e. Acknowledgement of Committee Minutes:

i. EDA May 7, 2019

f. Pay Estimate #6	Swenke Ims	So. Mant Ave Improvments	\$28,258.11
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g. Resolution Writing Off Delinquent Accounts Past Statute of Limitations

h. Pay Estimate #16	SL Contracting	2017 Street Assessment Project	\$245,559.84
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### B. VISITORS TO THE COUNCIL

1. SEMCCHRA

- a. Small Cities Development Grant
- b. Approve Post Grant Administrative Process
- c. Request Public Hearing regarding – Official HRA

### C. PUBLIC FORUM

- May not be used to continue discussion on an agenda item that already had been held as a public hearing.
- This section is limited to 15 minutes and each speaker is limited to 4 minutes.
- Speakers not heard will be first to present at the next Council meeting.
- Speakers will only be recognized once.
- Matters under negotiation, litigation or related to personnel will not be discussed.
- Questions posed by a speaker will generally be responded to in writing.
- Speakers will be required to state their name and their address for the record.

### D. PUBLIC HEARING

### E. COMMITTEE REPORT

1. EDA – calling a public hearing for new Business Subsidy Agreement
2. Planning Commission – Final Plat for Prairie Willows 4<sup>th</sup>  
Rezone – Part of Sheldon Torkelson’s Property  
Conditional Use Permit – Torkelson’s to allow up to four horses

**F. OLD BUSINESS**

**G. NEW BUSINESS**

**H. MAYOR'S REPORT**

**I. ADMINISTRATORS REPORT**

1. MN Energy Resources Agreement
  - a. Small Cell Wireless Policy
  - b. MN Energy Resources Powerpoint

**J. ENGINEER'S REPORT**

1. E Main Street Storm Sewer
  - a. Memorandum
  - b. Bid Tabulation
  - c. Resolution Awarding East main Street Storm Sewer Project
2. Certificate of Acceptance - Blaine's 11th
3. Certificate of Acceptance - Houston's 1st

**K. PERSONNEL**

1. Personnel Committee Update
2. Update from Emergency Service Committee Meeting
3. Mikel Harding Resignation – PT Police Officer

**L. ATTORNEY**

1. Escrow Agreement for Stone Ridge 2nd
2. Closed session for Litigation and Real Estate Update

**M. CORRESPONDENCE**

1. PD May Stats
2. Department Head Meeting Notes
3. WWTP Onsite Compliance Inspection
4. LMC Dues Increase Letter

**N. ADJOURN**

Please go to [www.cityofkasson.com](http://www.cityofkasson.com) for full video

**KASSON CITY COUNCIL REGULAR MEETING MINUTES  
May 22, 2019**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 22nd day of May, 2019 at 6:00 P.M.

**THE FOLLOWING MEMBERS WERE PRESENT:** Burton, Eggler, Ferris, McKern and Zelinske

**THE FOLLOWING MEMBERS WERE ABSENT:** None

**THE FOLLOWING WERE ALSO PRESENT:** City Administrator Coleman, Administrative Assistant Johnson, City Attorney Leth, Finance Director Nancy Zaworski, Fire Chief Joe Fitch, Everett Paulson, Candy McKern, Tim O'Morro, and Sharon Davern

**PLEDGE OF ALLIEGENCE**

**APPROVE AGENDA**

**Motion to Approve the Agenda made by Councilperson Eggler, second by Councilperson Ferris with All Voting Aye.**

**CONSENT AGENDA**

Minutes from May 8, 2019

Special Meeting Minutes from May 13, 2019

Claims processed after the May 8, 2019 regular meeting, as audited for payment in the amount of \$648,873.52.

**Evaluation:**

Cathy Pletta	Liquor Store Mgr	At Top of Scale
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**Conferences:**

Gerald Runnells	K9 Cert. Trial	6/9-11 Egan, MN	\$120
Josh Hanson	K9 Cert Trial	6/9-11 Egan, MN	\$120

Resolution Acknowledging \$2500 grant from DNR for Fire Department Radios

***Resolution #5.3-19***

***Resolution Accepting 50/50 Matching Grant for the Kasson Fire Department  
(on file)***

Fire Relief Temporary Liquor License for Festival in the Park

Am Legion Temporary Liquor License – June 22

Garbage Hauler License for Sunshine Sanitation

Acknowledgment of Committee Minutes:

Planning Commission May 13, 2019

**Motion to Approve the Consent Agenda as presented made by Councilperson Burton, second by Councilperson Egger with All Voting Aye.**

**VISITORS TO THE COUNCIL**

**Sharon Davern – Mantorville – Refrigerator card for EMS Services** – Sharon Davern presented Refrigerator cards for EMS Services. Ms. Davern presented cards that include information such as preferred hospital/doctor, medication list, allergies, etc., to aid EMS responders in helping identify resident's important medical information. She is asking for the City to be on board with implementing these cards. Mayor McKern stated there has been an Emergency Services committee formed and will run this idea by them. Councilperson Burton made a recommendation of adding a second date to ensure medical information is up to date. Councilperson Ferris advised their committee will review the idea and let her know.

**PUBLIC FORUM**

**PUBLIC HEARING**

**COMMITTEE REPORT**

**OLD BUSINESS**

**NEW BUSINESS**

**MAYOR'S REPORT**

**Pool Open Saturday, May 26 at Noon**, water temps should be warm enough for swimming.

**Joint Venture Meeting** – A group that was formed with City of Kasson, City of Mantorville and the School District to collaborate on joint projects that would benefit all 3 entities, sharing most of outdoor activities, splitting the costs of equipment so each would not have to purchase its own. This was how North Park batting cages were built. There has been \$250,000.00 pooled over the last 10 years.

**ADMINISTRATORS REPORT**

**MN Transportation Alliance Membership** – Mayor McKern stated we would need to be a part of the organization. There are transportation things the state is helping to pay for over the next few years.

**CMMPA Annual Meeting October 10 in Mankato** – Peter Kelly, will speak on the latest trends in electricity at an evening meeting to include dinner.

**Liquor available at the Aquatic Center for Chamber After Hours on May 30 from 5-7PM**

**Motion to Approve made by Councilperson Egger, second by Councilperson Burton with All Voting Aye.**

**Response to the Dept of Commerce Regarding High Voltage Transmission** – Administrator Coleman stated she has been in touch with Nextera about their wind farm near Dodge Center with their preferred routes for those transmission lines. They took preferred routes to MPEC and public utilities commission asked that they look at two alternative routes north of Hwy 14. This would be the City's response for the public comment period.

**ENGINEER'S REPORT**

**PERSONNEL**

**Personnel Committee Update –Fire Department positions;** seven new members to be added. Councilperson Egger asked how many members this would put the Fire Department up to. Fire Chief Joe Fitch answered 34 members. **Motion to Approve made by Councilperson Ferris, second by Councilperson Egger with All Voting Aye.**

**Deputy Fire Chief** was posted and approved to be posted. James McAndrews was the only applicant, who is currently a Captain but is being recommended that he be promoted to the position and rank of Deputy Fire Chief of the Fire Department. Fire Chief Joe Fitch stated that this was for the Administrative Deputy Chief. Mayor McKern feels it should not be retroactive as the job description was not approved at that time but effective today, May 22, 2019. **Motion to Approve made by Mayor McKern, second by Councilperson Ferris with All Voting Aye**

Fire Department then asked for permission to post the vacated Captain's position that McAndrews held. **Motion to Approve made by Councilperson Egger, second by Councilperson Zelinske with All Voting Aye.**

**WW Operator II Position – Update** – There has been an offer made with a counter offer by applicant for \$28.00 from the 26.62 that was offered. Under certain circumstances regarding qualified persons and current job market, recommendation was made to accept the counteroffer, putting him at Grade 9, between steps 5 and 6. **Motion to Approve made by Councilperson Egger, second by Councilperson Burton with All Voting Aye.**

**Seasonal Streets Worker Position – Update** – Alex Black applied for position, Public Works Director Bradford did speak with him and he passed background check, Administrator Coleman seeking approval for hiring him. Mayor McKern asked to clarify about budgeting approved for year round worker and now going to seasonal worker. **Motion to Approve made by Mayor McKern, second by Councilperson Zelinske with All Voting Aye.**

**ATTORNEY**

**Closed session for Litigation Update**

Meeting Closed at 6:21 PM

Meeting Re-opened at 6:59 PM

Summary – The Council received an update on current litigation on the Wilker case, Special Street Assessment and another litigation update. Nothing to report now but at a later date.

**CORRESPONDENCE**

Correspondence was reviewed.

**ADJOURN 7:01PM**

**Motion to Adjourn made by Councilperson Egger, second by Councilperson Zelinske with all voting Aye to Adjourn.**

**ATTEST:**

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Linda Rappe, City Clerk

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Chris McKern, Mayor

## SIGNATURE PAGE

THE ATTACHED LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

THIS INCLUDES WARRANT NUMBERS:

#1 - #5

GRAND TOTAL SUBMITTED FOR PAYMENT \$ 657,496.75

DATE APPROVED: 6-12-19

#1	\$2069.50	
#2	78885.79	
#3	8056.11	
#4	504,755.00	(incl's depository transfer)
#5	<u>63,730.35</u>	
	\$657,496.75	

05/20/19  
10:02:11

CITY OF KASSON  
Claim Approval List  
For the Accounting Period: 5/19  
For Pay Date: 05/20/19

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Report ID: AP100V

# /

For Pay Date = 05/20/19

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31446		2373 ARROW BUILDING CENTER	318.56					
	4623541	04/04/19 LUBMER-DUG OUTS	1,061.16			101 522 4522	220	1010
	4623644	04/05/19 DECK SCREWS-DUG OUTS	49.53			101 522 4522	220	1010
	4626005	04/10/19 DECK SCREWS-DUG OUTS	28.46			101 522 4522	220	1010
	4624096	04/05/19 cr-LUMBER RETURN	-446.72			101 522 4522	220	1010
	4631432	04/22/19 STAR DRIVE LAG SCREWS-K9 TRAI	23.46			101 210 4210	210	1010
	4632311	04/23/19 cr-LUMBER RETURN-K9 TRAINER	-397.33			101 210 4210	210	1010
		Total for Vendor:	318.56					
31447		5098 CARDMEMBER SERVICE	1,167.98					
	05/02/19	DVD HOLDERS/SHARPIES	64.89			211 550 4550	210	1010
	05/02/19	DVD's	243.62			211 550 4550	219	1010
	05/02/19	TIFF-MLA MEMBERSHIP	145.00			211 550 4550	334	1010
	05/02/19	CRICUT MACHINE/WIRELESS PA/SPK	661.21			211 550 4550	570	1010
	05/02/19	AMAZON CREDIT	-1.01			211 550 4550	570	1010
	05/02/19	LATE FEES	54.27			211 550 4550	430	1010
31448		5098 CARDMEMBER SERVICE	582.96					
	04/02/19	HEARTSTART FR2+ BATTERY	134.22			101 210 4210	220	1010
	04/03/19	PERF THERMAL ROLL PAPER	65.45			101 210 4210	210	1010
	04/03/19	ENVELOPES	39.05			101 210 4210	210	1010
	04/10/19	EXPAND BATON/SPRAY HOLDER	147.09			101 210 4210	210	1010
	04/10/19	STAMPS	50.00			101 210 4210	325	1010
	04/19/19	SHIPPING-PKG	10.22			101 210 4210	325	1010
	04/19/19	SHIPPING-PKG	11.66			101 210 4210	325	1010
	04/19/19	PAPER TRIMMER/SCISSOR	34.38			101 210 4210	210	1010
	04/25/19	REDING TRAINING-MAYO	62.95			101 210 4210	333	1010
	04/25/19	STAMPS.COM	17.99			101 210 4210	325	1010
	04/29/19	PCH-INTELIUS SUBSCRIPTION	9.95			101 210 4210	210	1010
		Total for Vendor:	1,750.94					
		# of Claims	3	Total:				2,069.50

05/20/19  
10:02:12

CITY OF KASSON  
Fund Summary for Claims  
For the Accounting Period: 5/19

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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$901.52
211 Library Fund	
1010 CASH-OPERATING	\$1,167.98
Total:	\$2,069.50

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05/20/19  
10:02:12

CITY OF KASSON  
Claim Approval Signature Page  
For the Accounting Period: 5/19

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CITY OF KASSON  
401 5TH STREET SE  
KASSON, MN 55944-2204

The claim batch dated \_\_\_\_\_ are approved for payment.

APPROVED *See signature page* \_\_\_\_\_ Council Member

\_\_\_\_\_ Council Member

05/30/19  
06:33:12

CITY OF KASSON  
Claim Approval List  
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#2

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31450		5871 ADANK, DAVID E	96.76					
	1418-09	R.L. MTR DEP REFUND AFTER APPL	96.76			604 2212		1010
		Total for Vendor:	96.76					
31451		3194 AMERICAN LEGAL PUBLISHING	93.00					
	0128282	05/15/19 3 CODE BINDERS	93.00			101 113 4113 430		1010
		Total for Vendor:	93.00					
31452		5049 ARTISAN BEER COMPANY	133.50					
	3346393	05/21/19 BEER	133.50			609 975 4975 252		1010
		Total for Vendor:	133.50					
31453		5566 AXON ENTERPRISE INC	350.00					
	SI-1591286	05/13/19 BATTERY CARTRIDGE	350.00			101 210 4210 240		1010
		Total for Vendor:	350.00					
31454		203 BAKER & TAYLOR INC	226.68					
	2034523593	05/03/19 BOOKS	78.44			211 550 4550 218		1010
	2034523607	05/06/19 BOOKS	148.24			211 550 4550 218		1010
		Total for Vendor:	226.68					
31455		1012 BELLBOY CORPORATION	521.68					
	69729600	05/16/19 LIQUOR	212.75			609 975 4975 251		1010
	69729600	05/16/19 WINE	176.00			609 975 4975 251		1010
	69729600	05/16/19 FREIGHT	6.00			609 975 4975 335		1010
	99495900	05/16/19 BAGS	65.83			609 975 4975 210		1010
	99495900	05/16/19 OLIVES/ASPARAGUS	61.10			609 975 4975 259		1010
	99495900	05/16/19 S.T.-BAGS	4.53			609 975 4975 210		1010
	99495900	05/16/19 S.T.-BAGS	-4.53			609 2025		1010
	99495900	05/16/19 TRAN TX-BAGS	0.33			609 975 4975 210		1010
	99495900	05/16/19 TRAN TX-BAGS	-0.33			609 2026		1010
		Total for Vendor:	521.68					

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CITY OF KASSON  
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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31456		5239 BREAKTHRU BEVERAGE MN WINE &	1,737.87					
	1080974079	05/22/19 LIQUOR	589.52			609 975 4975	251	1010
	1080974079	05/22/19 WINE	712.00			609 975 4975	251	1010
	1080974079	05/22/19 MIXES	146.00			609 975 4975	254	1010
	1080974079	05/22/19 FREIGHT	35.15			609 975 4975	335	1010
	108974080	05/22/19 BEER	255.20			609 975 4975	252	1010
		Total for Vendor:	1,737.87					
31457		3385 CANNON RIVER WINERY	144.00					
	6811	05/21/19 WINE	144.00			609 975 4975	251	1010
		Total for Vendor:	144.00					
31458		2921 CHS-KASSON FEED	165.00					
	441-IE8360	05/24/19 SODIUM BICARBONATE	165.00			101 514 4514	210	1010
		Total for Vendor:	165.00					
31459		5667 CINTAS	92.41					
	4022492662	05/23/19 MATS	92.41*			609 979 4979	410	1010
		Total for Vendor:	92.41					
31460		5224 COLEMAN, THERESA	218.03					
		MILES- MISC/PARKING	218.03			101 140 4140	332	1010
		Total for Vendor:	218.03					
31461	E	2440 COMMISSIONER OF TRANSPORTATION	30.00					
	116835	05/13/19 SIGN PERMIT #18060	30.00			101 111 4111	430	1010
		Total for Vendor:	30.00					
31462		668 CONTINENTAL RESEARCH CORP	194.21					
	477526CRC1	05/09/19 HANDSDOWN/DISPENSER	27.75			101 310 4310	210	1010
	477526CRC1	05/09/19 HANDSDOWN/DISPENSER	27.75			101 312 4312	210	1010
	477526CRC1	05/09/19 HANDSDOWN/DISPENSER	27.75			101 517 4517	210	1010
	477526CRC1	05/09/19 HANDSDOWN/DISPENSER	27.75			601 943 4943	210	1010
	477526CRC1	05/09/19 HANDSDOWN/DISPENSER	27.75			602 948 4948	210	1010
	477526CRC1	05/09/19 HANDSDOWN/DISPENSER	27.75			604 957 4957	210	1010
	477526CRC1	05/09/19 HANDSDOWN/DISPENSER	27.71			605 963 4963	210	1010

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CITY OF KASSON  
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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	477526CRC1	05/09/19 S.T.-HANDSDOWN DISPENSER	1.91			604 957 4957	210	1010
	477526CRC1	05/09/19 S.T.-HANDSDOWN DISPENSER	-1.91			604 2025		1010
	477526CRC1	05/09/19 TRAN TX-HANDSDOWN DISPENSE	0.14			604 957 4957	210	1010
	477526CRC1	05/09/19 TRAN TX-HANDSDOWN DISPENSE	-0.14			604 2026		1010
		Total for Vendor:	194.21					
31464		5872 DELANGE, CARSON	93.67					
	1348-17	R.L. MTR DEP REFUND AFTER APPL	93.67			604 2212		1010
		Total for Vendor:	93.67					
31463		5156 DODGE COUNTY INDEPENDENT/DODGE	278.00					
	7261	05/16/19 LGL-CO-GENERATION FEE SCHEDULE	30.00			604 957 4957	343	1010
	7262	05/16/19 LGL-E. MAIN BID ADVERT	248.00*			605 964 4964	343	1010
		Total for Vendor:	278.00					
31465		21 ERDMAN'S SUPERMARKETS INC	124.50					
	19799	05/22/19 KAC CONCESSIONS	124.50			101 514 4514	262	1010
		Total for Vendor:	124.50					
31466		5678 FURTHER	124.20					
	05/08/19	MAY PARTICIPANT FEES	124.20			101 140 4140	440	1010
		Total for Vendor:	124.20					
31467		56 GILLETTE PEPSI ROCHESTER	850.00					
	9355239	05/21/19 KAC CONCESSIONS	850.00			101 514 4514	262	1010
		Total for Vendor:	850.00					
31468		5869 HANSEN HAULING & EXCAVATING INC	25,228.14					
	12333	05/15/19 REED BED CLEARING	25,228.14*			602 947 4947	400	1010
		Total for Vendor:	25,228.14					
31512		231 IMAGES ON METAL INC	555.00					
	288504	05/21/19 Warning Decals	555.00			604 957 4957	220	1010
		Total for Vendor:	555.00					

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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31469		25 JOHNSON BROTHERS LIQUOR CO	2,570.92					
	1293377	05/21/19 LIQUOR	1,477.90			609 975 4975	251	1010
	1293378	05/21/19 WINE	976.45			609 975 4975	251	1010
	1293379	05/21/19 BEER	112.25			609 975 4975	252	1010
	1236768	03/07/19 PRICE CORRECTION BRANDY	4.32			609 975 4975	251	1010
		Total for Vendor:	2,570.92					
31471		3454 KASSON CAR CARE	300.00					
	19406	05/13/19 TOW VEH TO IMPOUND 19-1932	100.00			101 210 4210	430	1010
	19433	05/20/19 TOW VEH TO IMPOUND 19-2048	100.00			101 210 4210	430	1010
	19433	05/20/19 TOW VEH TO IMPOUND 19-2077	100.00			101 210 4210	430	1010
		Total for Vendor:	300.00					
31472		5394 KIESLER'S POLICE SUPPLY INC	129.00					
	109000	05/06/19 GUNS	129.00			101 210 4210	240	1010
		Total for Vendor:	129.00					
31470		5873 KLEBER, KELVIN	139.96					
	1766-12	R.L. MTR DEP REFUND AFTER APLI	139.96			604 2212		1010
		Total for Vendor:	139.96					
31474		F104 L & L STREET RODS & SPORT TRUCKS	5,032.70					
	2667	05/17/19 ACCESSORIES-DURANGO UNIT 19-1	4,119.32*			101 680 4210	550	1010
	2668	05/17/19 ACCESSORIES-DURANGO 4 UNITS	462.00*			101 680 4210	550	1010
	2669	05/17/19 ACCESSORIES-DURANGO UNIT 19-2	451.38*			101 680 4210	550	1010
		Total for Vendor:	5,032.70					
31475		2689 LOCATORS & SUPPLIES INC	218.28					
	0275846-IN	05/15/19 MARKING FLAGS	218.28			604 957 4957	220	1010
		Total for Vendor:	218.28					
31476		84 MAYO CLINIC - ROCHESTER	108.00					
	HELGERSON-	PRE-EMPLY PHYS	108.00*			101 210 4210	440	1010
		Total for Vendor:	108.00					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31477		89 METRO SALES INC	8,675.00					
	1342523	05/15/19 COPIER-RICOH IM C3000	8,675.00*			101 680 4140	570	1010
		Total for Vendor:	8,675.00					
31478		977 MN TRANSPORTATION ALLIANCE INC	315.00					
	P19-1086	12/28/18 MBRSHD DUES 3/10 TO 2/2020	315.00			290 650 4650	334	1010
		Total for Vendor:	315.00					
31479		2344 MN VALLEY TESTING LABORATORIES	433.25					
	974896	05/14/19 SUSP SOLIDS/MERC TESTING	433.25			602 947 4947	440	1010
		Total for Vendor:	433.25					
31480		5340 NAGEL SOD	117.38					
	05/15/19	SOD-SNOW PLOW DAMAGE	117.38			101 312 4312	220	1010
		Total for Vendor:	117.38					
31481		2622 NESS, MIKE	199.99					
	05/22/19	SAFETY BOOT REIMB	199.99			101 920 4920	433	1010
		Total for Vendor:	199.99					
31513		4087 NSF - MSF	216.00					
	'19	MENS SOFTBALL REGISTRATION	216.00			101 517 4517	210	1010
		Total for Vendor:	216.00					
31482		5088 OFFICE DEPOT INC	17.97					
	7988620001	05/21/19 STAMP PADS	17.97			101 514 4514	210	1010
		Total for Vendor:	17.97					
31483		502 ON-SITE COMPUTERS INC	105.00					
	CW63501	05/24/19 NETWORK ISSUES	105.00*			101 514 4514	400	1010
		Total for Vendor:	105.00					
31484		5366 PARSONS	250.00					
	56007	05/14/19 REPAIR CAMERA	250.00			101 210 4210	400	1010
		Total for Vendor:	250.00					

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CITY OF KASSON  
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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31511		201 PETTY CASH - LIBRARY	500.00					
		PETTY CASH FOR SUMMER RDG PROG	500.00			211 1020		1010
		Total for Vendor:	500.00					
31485		23 PHILLIPS WINE & SPIRITS	2,610.97					
	2557080	05/21/19 LIQUOR	2,222.72			609 975 4975	251	1010
	2557081	05/21/19 WINE	343.25			609 975 4975	251	1010
	2557082	05/21/19 MIXES	45.00			609 975 4975	254	1010
		Total for Vendor:	2,610.97					
31486		3936 POMP'S TIRE SERVICE INC	1,778.82					
	230081400	05/22/19 TIRES-F550 BUCKET TRUCK	1,778.82			604 957 4957	220	1010
		Total for Vendor:	1,778.82					
31487		4358 REINHART FOODSERVICE LLC	2,136.58					
	350713	05/22/19 KAC CONCESSIONS	2,136.58			101 514 4514	262	1010
		Total for Vendor:	2,136.58					
31488		3988 RINK SYSTEMS INC	304.00					
	073669	05/20/19 POLY KICKPLATES	304.00			606 516 4516	210	1010
		Total for Vendor:	304.00					
31490		5510 SANCO EQUIPMENT LLC	533.23					
	0063218-74	03/04/19 SKID SHOE/BOLTS	434.26		0	101 312 4312	220	1010
	0060744-74	02/12/19 NUTS	2.28			101 310 4310	220	1010
	0061748-74	02/27/19 ARM WIPER	87.48		0	101 310 4310	220	1010
		F/C	2.68			101 310 4310	430	1010
		F/C	6.53			101 312 4312	430	1010
		Total for Vendor:	533.23					
31491		5874 SCHOENROCK, LEA	105.24					
	1872-07	R.L. MTR DEP REFUND AFTER APPL	105.24			604 2212		1010
		Total for Vendor:	105.24					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31492		63 SCHOTT DIST CO INC	6,896.60					
	352713	05/16/19 BEER	6,881.60			609 975 4975	252	1010
	352714	05/16/19 BEER	15.00			609 975 4975	252	1010
		Total for Vendor:	6,896.60					
31493		3818 SCHWAN'S HOME SERVICE INC	865.73					
		05/22/19 KAC CONCESSIONS	865.73			101 514 4514	262	1010
		Total for Vendor:	865.73					
31494		3850 SOUTHERN GLAZER'S OF MN	710.90					
	1822051	05/22/19 LIQUOR	434.95			609 975 4975	251	1010
	1822051	05/22/19 WINE	262.00			609 975 4975	251	1010
	1822051	05/22/19 FREIGHT	13.95			609 975 4975	335	1010
		Total for Vendor:	710.90					
31510		5708 STAPLES BUSINESS CREDIT	250.10					
	7217388456	05/10/19 SPKR SYS PRICE MATCH	-2.21			101 140 4140	210	1010
	7218999572	05/20/19 INK CARTRIDGES	67.58			101 514 4514	210	1010
	7218999572	05/20/19 MARKERS/PENS/PAPER	37.36			101 514 4514	210	1010
	7219162412	05/22/19 INK CARTRIDGES	41.49			101 514 4514	210	1010
	7217388456	05/22/19 REFUND POLY JACKET	-10.34			101 140 4140	210	1010
	7218999572	05/22/19 REFUND INK CARTRIDGE	-23.49			101 514 4514	210	1010
	7219162412	05/22/19 PENS/LEADS/BINDERS/ETC	128.92			101 140 4140	210	1010
	7219162412	05/23/19 POLY JACKET	10.79			101 140 4140	210	1010
		Total for Vendor:	250.10					
31495		3104 SUPERIOR COMPANIES INC	123.00					
	104406	05/09/19 VERIFY OPER OF COOLING SYSTEM	123.00			211 550 4550	400	1010
		Total for Vendor:	123.00					
31496		498 TEIGEN PAPER & SUPPLY INC	566.84					
	354179	05/06/19 CAN LINERS/TISSUE	115.10			606 516 4516	210	1010
	354828	05/22/19 CAN LINERS/TISSUE	269.21			101 514 4514	210	1010
	354847	05/22/19 TOWELS/TISSUE	126.23			211 550 4550	210	1010
	354936	05/22/19 CAN LINERS	8.04			101 310 4310	220	1010
	354936	05/22/19 CAN LINERS	8.04			101 312 4312	220	1010

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	354936	05/22/19 CAN LINERS	8.04			101 517 4517	220	1010
	354936	05/22/19 CAN LINERS	8.04			601 943 4943	220	1010
	354936	05/22/19 CAN LINERS	8.04			602 948 4948	220	1010
	354936	05/22/19 CAN LINERS	8.05			604 957 4957	220	1010
	354936	05/22/19 CAN LINERS	8.05			605 963 4963	220	1010
	354936	05/22/19 S.T.- CAN LINERS	0.56			604 957 4957	220	1010
	354936	05/22/19 S.T.- CAN LINERS	-0.56			604	2025	1010
	354936	05/22/19 TRAN TX- CAN LINERS	0.04			604 957 4957	220	1010
	354936	05/22/19 TRAN TX- CAN LINERS	-0.04			604	2026	1010
		Total for Vendor:	566.84					
31497		3895 TITAN MACHINERY	397.90					
	12103804	03/11/19 WIPER MOTOR/ARM	397.90			101 310 4310	220	1010
		Total for Vendor:	397.90					
31498		4146 TJOAAS, ABIGAIL	350.00					
		LIFEGUARD TRAINING INSTRUCTOR	350.00			101 514 4514	430	1010
		Total for Vendor:	350.00					
31499		4788 TJOAAS, BRAYDEN	350.00					
		LIFEGUARD TRAINING INSTRUCTOR	350.00			101 514 4514	430	1010
		Total for Vendor:	350.00					
31500		2415 TJOAAS, TIM	54.75					
		MAILBOX DAMAGED BY PLOW	54.75			101 312 4312	430	1010
		Total for Vendor:	54.75					
31501		2871 TOTAL RESTAURANT SUPPLY CO INC	185.75					
	409909	05/22/19 BAGS/THERMOMETER/ETC	100.67			101 514 4514	210	1010
	409910	05/22/19 DISPENSERS	85.08			101 514 4514	210	1010
		Total for Vendor:	185.75					
31502		5875 ULINE	2,654.28					
	108417893	05/07/19 DELINEATOR POST/PAD	2,654.28*			101 310 4310	431	1010
		Total for Vendor:	2,654.28					

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31503		5876 VERACITIESPEC	2,090.00					
	1684	FORENSICS-KASEL	395.00			101 210 4210	333	1010
	1685	APPLIC FORENSICS-KASEL	1,295.00			101 210 4210	333	1010
	1686	BLUE INTERVIEWS-KASEL	400.00			101 210 4210	333	1010
		Total for Vendor:	2,090.00					
31505		5047 WATERVILLE FOOD & ICE INC	81.18					
	05-909788	05/23/19 ICE-LIQUOR STORE	81.18			609 975 4975	257	1010
		Total for Vendor:	81.18					
31506		388 WESCO RECEIVABLES CORP	4,947.56					
	636853	05/13/19 TAPE/PLUGS/ELBOW	2,216.22			604 957 4957	220	1010
	637557	05/14/19 V-P LG	57.70			604 957 4957	220	1010
	640744	05/15/19 TRIPLEX PRATT	2,673.64			604 957 4957	220	1010
		Total for Vendor:	4,947.56					
31507		5877 WESTFALL, DONALD H/SALLY A	96.12					
	0417-16	R.L. MTR DEP REFUND AFTER APPL	96.12			604 2212		1010
		Total for Vendor:	96.12					
31504		2427 XCEL ENERGY	61.14					
	638544495	05/17/19 UTIL SRV-NW LIFT STN 4/16-5	61.14			602 948 4948	380	1010
		Total for Vendor:	61.14					
31508		3010 ZUMBRO VALLEY RECREATION CLUB	150.00					
	04/14/19	LIQUOR STORE-SCORECARD SPONSOR	150.00			609 976 4976	343	1010
		Total for Vendor:	150.00					
		# of Claims	61	Total:				78,885.79
		Total Electronic Claims						30.00
		Total Non-Electronic Claims						78855.79



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CITY OF KASSON  
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CITY OF KASSON  
401 5TH STREET SE  
KASSON, MN 55944-2204

The claim batch dated \_\_\_\_\_ are approved for payment.

APPROVED \_\_\_\_\_ Council Member

*see signature page*

\_\_\_\_\_ Council Member

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CITY OF KASSON  
Claim Approval List  
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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31514		2693 AFFORDABLE PORTABLES	640.00					
	14445	06/01/19 MAY PORTABLES 8 STD	640.00			101 522 4522	410	1010
		Total for Vendor:	640.00					
31515		4238 CINTAS CORP	182.86					
	8404146450	05/17/19 RESTOCK 1ST AID	182.86			101 514 4514	210	1010
		Total for Vendor:	182.86					
31516		707 FASTENAL COMPANY	23.65					
	ROC305427	05/22/19 M12 FASTENERS	23.65			101 522 4522	220	1010
		Total for Vendor:	23.65					
31517		324 GOPHER	99.16					
	9605852	05/31/19 WHISTLES/LANYARDS	99.16			101 514 4514	210	1010
		Total for Vendor:	99.16					
31518		5242 GOPHER STATE ONE CALL	174.15					
	9051057	05/31/19 131 LOCATES-MAY	174.15			604 957 4957	437	1010
		Total for Vendor:	174.15					
31519		5529 MANPOWER	1,196.00					
	33955315	05/26/19 FINAL WAGES THRU 5/26/2019	239.20*			101 140 4140	444	1010
	33955315	05/26/19 FINAL WAGES THRU 5/26/2019	179.40*			101 191 4191	444	1010
	33955315	05/26/19 FINAL WAGES THRU 5/26/2019	179.40*			601 944 4944	444	1010
	33955315	05/26/19 FINAL WAGES THRU 5/26/2019	179.40*			602 949 4949	444	1010
	33955315	05/26/19 FINAL WAGES THRU 5/26/2019	358.80*			604 959 4959	444	1010
	33955315	05/26/19 FINAL WAGES THRU 5/26/2019	59.80*			605 964 4964	444	1010
		Total for Vendor:	1,196.00					
31520		924 MCMA	131.11					
	COLEMAN-	ANNUAL MBRSHIP	131.11			101 140 4140	334	1010
		Total for Vendor:	131.11					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31521		4638 MITCHELL, JOSHUA	99.13					
		CARTRIDGES	99.13			101 514 4514	210	1010
		Total for Vendor:	99.13					
31522		978 MTI DISTRIBUTING INC	48.22					
		1213686-00 05/24/19 INDICATORS	48.22			101 522 4522	220	1010
		Total for Vendor:	48.22					
31523		2696 NELSON ELECTRIC MOTOR REPAIR INC	1,125.00					
		8925 05/23/19 PULLED PUMPS-LITTLES	1,125.00			602 948 4948	400	1010
		Total for Vendor:	1,125.00					
31524		4213 NEUMAN POOLS INC	96.34					
		0093242-IN 05/24/19 PRESSURE GUAGE	96.34			101 514 4514	220	1010
		Total for Vendor:	96.34					
31525		4108 ULTIMATE SAFETY CONCEPTS INC	160.00					
		182833 05/21/19 MONITOR SERVICE/CALIBRATION	160.00			602 948 4948	400	1010
		Total for Vendor:	160.00					
31526		388 WESCO RECEIVABLES CORP	1,098.02					
		647873 05/21/19 NORDIC CGS	1,098.02			604 957 4957	220	1010
		Total for Vendor:	1,098.02					
31527		5818 WEX Bank	2,982.47					
		59365163 05/23/19 160.12 GAL	430.59			604 957 4957	212	1010
		59365163 05/23/19 72.94 GAL	204.37			101 522 4522	212	1010
		59365163 05/23/19 647.91 GAL	1,793.24			101 210 4210	212	1010
		59365163 05/23/19 97.48 GAL	114.88			101 310 4310	212	1010
		59365163 05/23/19 51.5 GAL	255.44			601 943 4943	212	1010
		59365163 05/23/19 196 GAL	132.19			602 948 4948	212	1010
		59365163 05/23/19 19.91 UNASSIGNED	42.76			101 310 4310	212	1010
		59365163 05/23/19 PD CAR WASH	9.00			101 210 4210	400	1010
		Total for Vendor:	2,982.47					
		# of Claims	14	Total:				8,056.11





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CITY OF KASSON  
401 5TH STREET SE  
KASSON, MN 55944-2204

The claim batch dated \_\_\_\_\_ are approved for payment.

APPROVED

*Signature*  
*Page*

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31576		34 CITY OF KASSON	500,000.00					
	06/01/19	MO.-END TRANSFER OF DEP FUNDS	500,000.00			609 1010		1010
		Total for Vendor:	500,000.00					
31575	E	5726 CREATIVE ARTISTS AGENCY LLC	4,755.00					
	06/05/19	DEP.-'19 FESTIVAL ENTERTAINMEN	4,750.00*			877 100 4000	430	1010
	06/05/19	BANK FEE FOR CERTIFIED CHECK	5.00*			877 100 4000	430	1010
		Total for Vendor:	4,755.00					
		# of Claims	2	Total:	504,755.00			
		Total Electronic Claims	4,755.00					
		Total Non-Electronic Claims	500000.00					

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CITY OF KASSON  
Fund Summary for Claims  
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Fund/Account	Amount
609 Liquor Fund	
1010 CASH-OPERATING	\$500,000.00
877 Festival in Park Fund	
1010 CASH-OPERATING	\$4,755.00
Total:	\$504,755.00

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CITY OF KASSON  
401 5TH STREET SE  
KASSON, MN 55944-2204

The claim batch dated 6/19/19 are approved for payment.

APPROVED *[Signature]* Council Member  
*[Signature]* Council Member

06/07/19  
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CITY OF KASSON  
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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31528		220 ACUITY SPECIALTY PRODUCTS INC	462.12					
	9004284254	05/23/19 ZEP-O-SHINE/PUMP	462.12			101 220 4220	210	1010
		Total for Vendor:	462.12					
31529		5819 ALLEGRA OF ROCHESTER	420.00					
	704799	04/30/19 5000 VERIFIED CLAIM FORMS	420.00			101 140 4140	210	1010
		Total for Vendor:	420.00					
31580		22 BORDER STATES ELECTRIC SUPPLY	240.10					
	917784564	05/28/19 GALV ELBOW	240.10			604 957 4957	220	1010
		Total for Vendor:	240.10					
31567		4708 BOUND TREE MEDICAL LLC	342.67					
	83195032	04/30/19 MEDICAL SUPPLIES	317.29			101 220 4220	240	1010
	83200968	05/06/19 MEDICAL SUPPLIES	25.38			101 220 4220	240	1010
		Total for Vendor:	342.67					
31549		2023 BRADFORD, CHARLES	20.00					
	06/06/15	FUEL-NEW PICK UP	10.00			101 522 4522	212	1010
	06/06/15	FUEL-NEW PICK UP	10.00			604 957 4957	212	1010
		Total for Vendor:	20.00					
31531		30 CMS OF ROCHESTER	4,813.07					
	19-522	05/31/19 KA BLDG-MILEAGE	237.22			101 240 4240	331	1010
	19-522	05/31/19 KA BLDG-INSPECTION FEES	4,575.85			101 240 4240	444	1010
		Total for Vendor:	4,813.07					
31550		2381 CUSTOM COMMUNICATIONS INC	147.75					
	426999	05/10/19 FIRE ALARM MONITOR JUN-AUG	36.93			101 310 4310	444	1010
	426999	05/10/19 FIRE ALARM MONITOR JUN-AUG	36.94*			601 943 4943	444	1010
	426999	05/10/19 FIRE ALARM MONITOR JUN-AUG	36.94*			602 948 4948	444	1010
	426999	05/10/19 FIRE ALARM MONITOR JUN-AUG	36.94			604 957 4957	444	1010
	426999	05/10/19 SALES TAX	2.54			604 957 4957	444	1010
	426999	05/10/19 SALES TAX	-2.54			604	2025	1010
	426999	05/10/19 D.C. TRANSIT TAX	0.18			604 957 4957	444	1010
	426999	05/10/19 D.C. TRANSIT TAX	-0.18			604	2026	1010
		Total for Vendor:	147.75					

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31551		5156 DODGE COUNTY INDEPENDENT/DODGE	150.00					
	7327 05/30/19 P C HEARING NOTICE		45.00			101 191 4191	351	1010
	7328 05/30/19 P C HEARING NOTICE		105.00			101 191 4191	351	1010
		Total for Vendor:	150.00					
31568		2618 FIRE SAFETY USA INC	75.00					
	122842 05/20/19 NAME PATCH/3" LETTERS		75.00			101 220 4220	210	1010
		Total for Vendor:	75.00					
31532		3466 GALLS, LLC	190.05					
	012652794 05/06/19 LIFESAVING COMMENDATION BAR		99.12			101 210 4210	240	1010
	012676632 05/08/19 STRADTMANN-ARMORSKIN		90.93			101 210 4210	214	1010
		Total for Vendor:	190.05					
31533		2723 GIBBS LAWN & SNOW CARE INC	1,958.33					
	13150 06/01/19 MONTHLY LAWN MOW-CEMETERY		1,833.33			610 984 4984	444	1010
	13150 06/01/19 WEED CONTROL-C H		125.00*			101 194 4194	440	1010
		Total for Vendor:	1,958.33					
31552		3825 JOHN DEERE FINANCIAL f.s.b.	72.99					
	B&WIK81708 05/06/19 HYD COUPLER/HYD PLUG		72.99			101 310 4310	220	1010
		Total for Vendor:	72.99					
31534		3911 K-M SCHOOL	140.00					
	2389 05/31/19 M.S. GYM-'19 MISS & MASTER		140.00*			877 100 4000	430	1010
		Total for Vendor:	140.00					
31535		3454 KASSON CAR CARE	125.00					
	19473 05/28/19 TOW VEH TO IMPND 19-2189		125.00			101 210 4210	430	1010
		Total for Vendor:	125.00					
31569		5879 KASSON POLICE DEPARTMENT	35.00					
	06/05/19 CFMH REGISTRATION-DUPLEX		35.00			101 1151		1010
		Total for Vendor:	35.00					

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CITY OF KASSON  
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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31536		37 KMTELECOM	3,012.06					
	06/01/19	PHONES-P D	736.59			101 210 4210	321	1010
	06/01/19	PHONES-F D	182.95			101 220 4220	321	1010
	06/01/19	PHONES-C H	568.41			101 140 4140	321	1010
	06/01/19	ADVERTISING-CITY	15.40			101 140 4140	343	1010
	06/01/19	PHONES-P&Z	21.39			101 191 4191	321	1010
	06/01/19	PHONES-EDA	31.15			290 650 4650	321	1010
	06/01/19	PHONES-K.A.C.	101.41			101 514 4514	321	1010
	06/01/19	PHONES-LIBRARY	134.61			211 550 4550	321	1010
	06/01/19	PHONES-WATER	110.46			601 944 4944	321	1010
	06/01/19	PHONES-WWTP	68.33			602 949 4949	321	1010
	06/01/19	PHONES-WWTP OPERATIONS	123.27			602 947 4947	321	1010
	06/01/19	PHONES-PARK N REC	229.20			101 510 4510	321	1010
	06/01/19	PHONES-STREETS	35.76			101 310 4310	321	1010
	06/01/19	PHONES-SHOP	295.91			604 959 4959	321	1010
	06/01/19	PHONES-L S	149.76			609 976 4976	321	1010
	06/01/19	PHONES-ARENA	193.41			606 516 4516	321	1010
	06/01/19	ADVERTISING-ARENA	14.05			606 516 4516	343	1010
		Total for Vendor:	3,012.06					
31537		F104 L & L STREET RODS & SPORT TRUCKS	350.00					
	2678 06/03/19	REMOVE USEABLE ELECTRONICS-K9	350.00*			101 680 4210	550	1010
		Total for Vendor:	350.00					
31553		3890 LETH ELECTRIC INC	350.00					
	4955 06/06/19	REPLACE METER SOCKET	350.00			604 957 4957	400	1010
		Total for Vendor:	350.00					
31538		3018 LINDGREN, PAUL	24.68					
	06/05/19	MEALS-CFMH CLASS	24.68			101 210 4210	333	1010
		Total for Vendor:	24.68					
31554		397 M-R SIGN CO INC	182.32					
	204311 05/30/19	"KEEP RIGHT"SIGN/HAZ MARKER	182.32			101 310 4310	220	1010
		Total for Vendor:	182.32					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31578		3487 MCFOA-REGION VI	60.00					
	06/05/19	RAPPE-REG. MTG. @ ELYSIAN	30.00			101 140 4140	333	1010
	06/05/19	NAIG-REG. MTG. @ ELYSIAN	30.00			101 140 4140	333	1010
		Total for Vendor:	60.00					
31555		2617 MENARDS-ROCHESTER NORTH	38.15					
	41803 05/20/19	270' LINE/BROOM/PAINT STICK	38.15			101 310 4310	220	1010
		Total for Vendor:	38.15					
31556		2478 MENARDS-ROCHESTER SOUTH	73.60					
	97784 05/22/19	36" 25W 2 PK/HEARING PROTECT	73.60			101 310 4310	220	1010
		Total for Vendor:	73.60					
31539		89 METRO SALES INC	99.00					
	INV1350594 05/28/19	QTRLY MAINT-B&W 5/13-8/12	11.00			101 140 4140	210	1010
	INV1350594 05/28/19	QTRLY MAINT-B&W 5/13-8/12	11.00			101 310 4310	210	1010
	INV1350594 05/28/19	QTRLY MAINT-B&W 5/13-8/12	11.00			101 191 4191	210	1010
	INV1350594 05/28/19	QTRLY MAINT-B&W 5/13-8/12	11.00			101 517 4517	210	1010
	INV1350594 05/28/19	QTRLY MAINT-B&W 5/13-8/12	11.00			290 650 4650	210	1010
	INV1350594 05/28/19	QTRLY MAINT-B&W 5/13-8/12	11.00			601 944 4944	210	1010
	INV1350594 05/28/19	QTRLY MAINT-B&W 5/13-8/12	11.00			602 949 4949	210	1010
	INV1350594 05/28/19	QTRLY MAINT-B&W 5/13-8/12	11.00			604 959 4959	210	1010
	INV1350594 05/28/19	QTRLY MAINT-B&W 5/13-8/12	11.00			605 963 4963	210	1010
	INV1350594 05/28/19	SALES TAX	0.76			604 959 4959	210	1010
	INV1350594 05/28/19	SALES TAX	-0.76			604	2025	1010
	INV1350594 05/28/19	D C TRANSIT TAX	0.06			604 959 4959	210	1010
	INV1350594 05/28/19	D C TRANSIT TAX	-0.06			604	2026	1010
		Total for Vendor:	99.00					
31540		376 MN DEPT OF HEALTH	3,811.00					
	05/14/19	CLEAN WATER ACT-SERV CONN FEE	3,811.00*			601 944 4944	430	1010
		Total for Vendor:	3,811.00					

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31565		55 MN ENERGY RESOURCES CORP	1,680.94					
	06/03/19	NAT GAS-L S	33.55			609 979 4979	380	1010
	06/03/19	NAT GAS-RENTAL (OLD LIBRARY)	28.24			101 1151		1010
	06/03/19	SALES TAX	1.94			101 1151		1010
	06/03/19	SALES TAX	-1.94			101 2025		1010
	06/03/19	D C TRANSIT TAX	0.14			101 1151		1010
	06/03/19	D C TRANSIT TAX	-0.14			101 2026		1010
	05/29/19	NAT GAS-C H	136.66			101 194 4194	380	1010
	05/30/19	NAT GAS-P D	80.19			101 210 4210	380	1010
	05/30/19	NAT GAS-F D	111.00			101 220 4220	380	1010
	05/30/19	NAT GAS-F D	109.67			101 220 4220	380	1010
	06/03/19	NAT GAS-PARK MAINT SHED	54.83			101 522 4522	380	1010
	06/03/19	NAT GAS-LIBRARY	94.94			211 550 4550	380	1010
	06/04/19	NAT GAS-P.W.B.	78.17			101 310 4310	380	1010
	06/04/19	NAT GAS-P.W.B.	78.17			604 957 4957	380	1010
	06/04/19	SALES TAX	5.37			604 957 4957	380	1010
	06/04/19	SALES TAX	-5.37			604 2025		1010
	06/04/19	D C TRANSIT TAX	0.39			604 957 4957	380	1010
	06/04/19	D C TRANSIT TAX	-0.39			604 2026		1010
	06/04/19	NAT GAS-D C ICE ARENA	725.37			606 516 4516	380	1010
	06/04/19	NAT GAS-WWTP	150.15			602 947 4947	380	1010
		Total for Vendor:	1,680.94					
31557		983 OLMSTED MEDICAL CENTER	130.00					
	05/24/19	JOHNSON-PRE-EMPLOY PHYSICAL	130.00			101 140 4140	440	1010
		Total for Vendor:	130.00					
31581		5507 REINDERS INC	223.95					
	3157240-00 05/31/19	FERTILIZER-BALL FIELDS	223.95			101 517 4517	220	1010
		Total for Vendor:	223.95					
31558		4358 REINHART FOODSERVICE LLC	1,589.19					
	364166 06/05/19	A.C. CONCESSIONS	1,589.19			101 514 4514	262	1010
	364166 06/05/19	SALES TAX	12.95			101 514 4514	262	1010
	364166 06/05/19	SALES TAX	-12.95			101 2025		1010
	364166 06/05/19	D C TRANSIT TAX	0.94			101 514 4514	262	1010

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	364166	06/05/19 D C TRANSIT TAX	-0.94			101 2026		1010
		Total for Vendor:	1,589.19					
31570		4663 SE MINNESOTA EMS	400.00					
	12327	04/09/19 CONSORTIUM MEMBER 7/1-12/31	200.00			101 220 4220	334	1010
	12327	04/09/19 CONSORTIUM MEMBER 1/1-6/30/20	200.00			101 1550		1010
		Total for Vendor:	400.00					
31541		2690 SOUTH CENTRAL COLLEGE	720.00					
	433573	03/15/19 ALEXANDER-'19 FIRE SCHOOL	150.00			101 220 4220	330	1010
	433573	03/15/19 KRUGER-'19 FIRE SCHOOL	120.00			101 220 4220	330	1010
	433576	03/15/19 KOBI-'19 FIRE SCHOOL	150.00			101 220 4220	330	1010
	433576	03/15/19 LAWRENCE-'19 FIRE SCHOOL	150.00			101 220 4220	330	1010
	433576	03/15/19 PARKIN-'19 FIRE SCHOOL	150.00			101 220 4220	330	1010
		Total for Vendor:	720.00					
31559		153 STUSSY CONSTRUCTION INC	469.13					
	44495	05/31/19 3/4" ROAD ROCK-16 ST NE	469.13			101 310 4310	220	1010
		Total for Vendor:	469.13					
31542		5878 TARGET SOLUTIONS LLC	2,798.00					
	29502	02/28/19 PREMIER MEMBERSHIP PLATFORM	2,798.00			101 220 4220	330	1010
		Total for Vendor:	2,798.00					
31560		498 TEIGEN PAPER & SUPPLY INC	117.36					
	354389	05/15/19 ROLL TOWELS	8.56			101 310 4310	220	1010
	354389	05/15/19 ROLL TOWELS	8.56			101 312 4312	220	1010
	354389	05/15/19 ROLL TOWELS	8.56			101 517 4517	220	1010
	354389	05/15/19 ROLL TOWELS	8.56			601 943 4943	220	1010
	354389	05/15/19 ROLL TOWELS	8.56			602 948 4948	220	1010
	354389	05/15/19 ROLL TOWELS	8.56			604 957 4957	220	1010
	354389	05/15/19 ROLL TOWELS	8.56			605 963 4963	220	1010
	354389	05/15/19 SALES TAX	0.59			604 957 4957	220	1010
	354389	05/15/19 SALES TAX	-0.59			604 2025		1010
	354389	05/15/19 D C TRANSIT TAX	0.04			604 957 4957	220	1010
	354389	05/15/19 D C TRANSIT TAX	-0.04			604 2026		1010
	354389	05/15/19 FOLD TOWELS	8.20			101 310 4310	210	1010

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	354389	05/15/19 FOLD TOWELS	8.20			101 312 4312	210	1010
	354389	05/15/19 FOLD TOWELS	8.20			101 517 4517	210	1010
	354389	05/15/19 FOLD TOWELS	8.21			601 943 4943	210	1010
	354389	05/15/19 FOLD TOWELS	8.21			602 948 4948	210	1010
	354389	05/15/19 FOLD TOWELS	8.21			604 957 4957	210	1010
	354389	05/15/19 FOLD TOWELS	8.21			605 963 4963	210	1010
	354389	05/15/19 SALES TAX	0.56			604 957 4957	210	1010
	354389	05/15/19 SALES TAX	-0.56			604	2025	1010
	354389	05/15/19 D C TRANSIT TAX	0.04			604 957 4957	210	1010
	354389	05/15/19 D C TRANSIT TAX	-0.04			604	2026	1010
		Total for Vendor:	117.36					
31563		102 THE TREEHOUSE	5,273.04					
	I0206328	05/29/19 BOULEVARD TREES	5,273.04			101 524 4524	430	1010
		Total for Vendor:	5,273.04					
31561		2737 THOMAS TOOL & SUPPLY INC	106.00					
	483NJK	05/22/19 SAFETY VESTS	106.00			101 310 4310	220	1010
		Total for Vendor:	106.00					
31571		4108 ULTIMATE SAFETY CONCEPTS INC	13,380.00					
		NOTE: THE BULLARDS ARE PAID BY THE DOVER DONATION.						
	182622	05/03/19 27 CUSTOM LEATHER BULLARDS	10,755.00			101 220 4220	240	1010
	182700	05/09/19 30 LENZING/NOMEX HOODS	2,625.00			101 220 4220	240	1010
		Total for Vendor:	13,380.00					
31545		2519 VRIEZE, BRYAN	1,150.00					
	480157	05/31/19 OPEN/CLOSE-LAROCK, CREMATION	225.00			610 984 4984	444	1010
	480157	05/31/19 OPEN/CLOSE-SCHAUSS, CREMATION	225.00			610 984 4984	444	1010
	480157	05/31/19 OPEN/CLOSE-HANSON, CREMATION	225.00			610 984 4984	444	1010
	480157	05/31/19 OPEN/CLOSE-ABEL, FULL	475.00			610 984 4984	444	1010
		Total for Vendor:	1,150.00					
31546		5861 WATCHGUARD VIDEO	4,895.00					
	4ELXINV607	05/16/19 ACCESSORIES-NEW SQUAD	4,895.00*			101 680 4210	550	1010
		Total for Vendor:	4,895.00					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31547		637 WEBER, LETH & WOESSNER PLC	12,849.50					
	MAY '19	06/05/19 2.5 HRS LEGAL-ADMINISTRATION	362.50			101 160 4160	304	1010
	MAY '19	06/05/19 6.5 HRS LEGAL-P & Z	942.50*			101 191 4191	304	1010
	MAY '19	06/05/19 39.9 HRS LEGAL-'17 STR ASSMNT	5,684.00			423 311 4311	430 41602	1010
	MAY '19	06/05/19 18.1 HRS LEGAL-WILKER	2,607.00*			101 191 4191	304	1010
	MAY '19	06/05/19 .3 HR LEGAL-PARKS DEMO	43.50*			101 522 4522	304	1010
	MAY '19	06/05/19 4.0 HRS LEGAL-CC MTGS	580.00			101 111 4111	304	1010
	MAY '19	06/05/19 UNIFORM STD PROF APPRAISAL	30.00			423 311 4311	430 41602	1010
	MAY '19PR	05/31/19 21.9 HRS LEGAL-P D	2,600.00			101 160 4160	304	1010
		Total for Vendor:	12,849.50					
31582		388 WESCO RECEIVABLES CORP	738.76					
		655802 05/28/19 COMP STIRRUP W) CONTAX	319.03			604 957 4957	220	1010
		658718 05/30/19 STEM CONNECTOR	419.73			604 957 4957	220	1010
		Total for Vendor:	738.76					
31583		50 XCEL ENERGY	16.59					
		640314874 06/03/19 UTIL SERV-STR LT 5/3-6/2	16.59			101 316 4316	380	1010
		Total for Vendor:	16.59					
		# of Claims	42	Total:	63,730.35			

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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$47,307.13
211 Library Fund	
1010 CASH-OPERATING	\$229.55
290 Economic Development	
1010 CASH-OPERATING	\$42.15
423 3rd,4th 5th Av 2017 Street Assessment	
1010 CASH-OPERATING	\$5,714.00
601 Water Fund	
1010 CASH-OPERATING	\$3,986.17
602 Sewer Fund	
1010 CASH-OPERATING	\$406.46
604 Electric Fund	
1010 CASH-OPERATING	\$1,777.65
605 Storm Water	
1010 CASH-OPERATING	\$27.77
606 ICE ARENA	
1010 CASH-OPERATING	\$932.83
609 Liquor Fund	
1010 CASH-OPERATING	\$183.31
610 Maple Grove Cemetery	
1010 CASH-OPERATING	\$2,983.33
877 Festival in Park Fund	
1010 CASH-OPERATING	\$140.00
<b>Total:</b>	<b>\$63,730.35</b>

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CITY OF KASSON  
401 5TH STREET SE  
KASSON, MN 55944-2204

The claim batch dated \_\_\_\_\_ are approved for payment.

APPROVED *See signature page* \_\_\_\_\_ Council Member  
\_\_\_\_\_ Council Member

# KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

Tuesday, May 7<sup>th</sup>, 2019

12:00PM

MINUTES

Pursuant to due call and notice thereof, a regular meeting of the Kasson Economic Development Authority (EDA) was held at City Hall this 7<sup>th</sup> day of April, 2019 at 12:00PM.

The following members were present: Mayor Chris McKern, Tom Monson, Janice Borgstrom-Durst, Liza Larsen, and Richard Wegner.

Absent: Dan Egglar and Michael Peterson

The following staff members were present: Nicholas Ouellette, EDA Coordinator

Call to Order. Acting Chair Chris McKern called the meeting to order at 11:58AM

- I. Minutes of the Previous Meeting. Larsen moved to approve the minutes as submitted. Wegner seconded.

Ayes (5), Nays (0). Motion carried.

- II. Coordinators Report.

- a. Housing Study & Shopko Meetings. Ouellette notified the board of the housing study draft presentation held at Dodge County, and the study was being finalized following community input. Ouellette noted his absence from the Shopko building meeting, and that since the meeting the building owners have selected a real estate agent to re-lease the building.
- b. Community Branding. Ouellette noted the Chamber would continue with the community branding project. Plans are being made to present the draft logo/imagery to the Chamber Board meeting on May 22<sup>nd</sup>.
- c. Community Roadside Landscape Partnership Program. Ouellette updated the board of the current status of the project, with the agreement mailed to MNDOT for their approval and signature.
- d. Abatement Project. Ouellette noted that the Kasson City Council approved the tax abatement project for Prairie Willows Estates at their last meeting.
- e. Business Subsidy Policy. Ouellette brought the Business Subsidy Policy Draft to the boards attention, requesting further meetings. Monson suggested collecting ideas from community members on the downtown lots activation.
- f. Other.

- III. RAEDI Membership. Ouellette asked the board if they would be interested in membership. Membership with RAEDI would be something to consider during budgetary planning for next year.

IV. Downtown Lots Committee. Ouellette asked the board if they would inform him on the status of a Downtown Lots Committee. Monson stated that Ouellette, Peterson, and himself would form the committee. Borhstrom-Durst suggested including volunteer support or a high school group for activation ideas A meeting of the committee will be scheduled between the three to address next steps.

V. Kasson Konnections Agenda. Ouellette noted topics planned for discussion at the next Kasson Konnections were potential Shopko building uses and business activation strategies during Hwy 57 reconstruction. Monson noted the downtown lots activation would be a good topic for discussion.

VI. Business Façade Improvement Grant – Manorwood Association Inc. Application. Ouellette noted the application needed EDA approval before the project would move forward. Board members reviewed the application board agreed the project was eligible and met the criteria. Monson motioned to approve the application. Borgstrom-Durst seconded.

Ayes (5), Nays (0). Motion carried.

VII. Other Business. McKern noted Home Federal had begun renovations on their building. A guest, Mr. Zeigler, noted that Rochester will over 500,000 ft<sup>2</sup> of vacant retail space similar to Kasson's Shopko building.

VIII. Items for June EDA Meeting. McKern noted the updated Business Subsidy Policy could return to the agenda for more discussion. McKern also noted preliminary budget discussions could be held as well. Contingent on project completion, Monson would like a follow up report on the Manorwood Association Inc. facade improvement project. Monson noted Downtown Lots Committee could have updates to bring to the next meeting.

IX. Adjourn. Monson moved to adjourn the meeting. Larsen seconded.

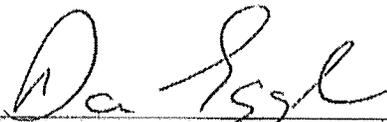
Ayes (5), Nays (0). Motion carried and meeting adjourned.

The next EDA Meeting will be held on Tuesday, June 4<sup>th</sup>, 2019 at Kasson City Hall.

Minutes Submitted by:



Nicholas Ouellette, EDA Coordinator



Dan Egger, EDA President

2905 South Broadway  
Rochester, MN 55904-5515  
Phone: 507.288.3923  
Fax: 507.288.2675  
Email: rochester@whks.com  
Website: www.whks.com



May 23, 2019

Honorable Mayor and City Council  
City of Kasson  
401 5<sup>th</sup> Street SE  
Kasson, MN 55944-2204

RE: Kasson, MN  
South Mantorville Avenue Improvements  
Final Pay Request No. 6

Dear Mayor and City Council:

Enclosed is Final Pay Request No.6 for work on the above referenced project.

We recommend that the City accept the project and make final payment in the amount of \$28,258.11 to:

Swenke Ims Contracting, LLC  
103-1/2 W. Main Street  
Kasson, MN 55944

Acceptance by the City Council will initiate the start of the two-year maintenance bond, as specified in the contract documents.

Please contact me if you have any questions.

Sincerely,

**WHKS** & co.

A handwritten signature in blue ink, appearing to read 'Brandon W. Theobald', is written over the company name.

Brandon W. Theobald, P.E.

BT/jl

Enclosure

cc: Theresa Coleman, City Administrator  
Nancy Zaworski, Finance Director  
Doug Ims, Swenke Ims Contracting, LLC  
Alicia Lobdell, Swenke Ims Contracting, LLC

2905 South Broadway  
 Rochester, MN 55904  
 Phone: 507.288.3923



FINAL PAYMENT ESTIMATE  
 FOR CONSTRUCTION WORK COMPLETED

Project: South Mantorville Avenue Improvements  
 Project No.: 8316  
 Location: Kasson, Minnesota  
 Contractor: Swenke Ims Contracting, LLC

Bid Price \$ 575,180.50  
 Date: May. 23, 2019  
 Estimate #: 6-Final  
 % Complete: 98.3%

Line No.	Description	Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimate	Quantity Completed This Estimate	Quantity Completed to Date	Total
1.	Mobilization	1	LS	\$18,000.00	1.0	0.0	1.0	\$ 18,000.00
2.	Clearing & Grubbing	0.17	Acres	\$15,000.00	0.31	0.00	0.31	\$ 4,650.00
3.	Remove Bituminous Pavement	382	SY	\$4.00	695.0	0.0	695.0	\$ 2,780.00
4.	Remove Curb & Gutter	63	LF	\$6.00	133.0	0.0	133.0	\$ 798.00
5.	Remove Sewer Pipe (Storm)	174	LF	\$15.00	174.0	0.0	174.0	\$ 2,610.00
6.	Remove Manhole or Catch Basin	2	Each	\$500.00	2.0	0.0	2.0	\$ 1,000.00
7.	Mill Pavement	88	SY	\$20.00	0.0	0.0	0.0	\$ -
8.	Topsoil Borrow (LV)	439	CY	\$1.00	0.0	0.0	0.0	\$ -
9.	Geotextile Fabric, Type V	6,898	SY	\$1.00	6,898.0	0.0	6,898.0	\$ 6,898.00
10.	Excavation - Common (P)	5,700	CY	\$5.00	5,700.0	0.0	5,700.0	\$ 28,500.00
11.	Aggregate Base (CV) Class 5	2,299	CY	\$30.00	2,376.0	0.0	2,376.0	\$ 71,280.00
12.	Aggregate Subbase Breaker Run (CV)	2,299	CY	\$26.00	2,558.0	0.0	2,558.0	\$ 66,508.00
13.	Type SP 12.5 Non-Wearing Course Mix	768	Ton	\$68.00	626.0	0.0	626.0	\$ 42,568.00
14.	Type SP 12.5 Wearing Course Mix	1,140	Ton	\$68.00	980.9	0.0	980.9	\$ 66,699.16
15.	Subgrade Preparation	13	Sta.	\$300.00	13.0	0.0	13.0	\$ 3,900.00
16.	8" PVC Pipe Sewer, SDR 26	394	LF	\$35.00	394.0	0.0	394.0	\$ 13,790.00
17.	12" PVC Pipe Sewer, SDR 26	62	LF	\$45.00	62.0	0.0	62.0	\$ 2,790.00
18.	15" PP/PVC Pipe Sewer	48	LF	\$35.00	53.0	0.0	53.0	\$ 1,855.00
19.	30" PP/PVC Pipe Sewer	462.00	LF	\$60.00	461.0	0.0	461.0	\$ 27,660.00
20.	12" RC Pipe Sewer	136	LF	\$34.00	136.0	0.0	136.0	\$ 4,624.00
21.	15" RC Pipe Sewer	34.00	LF	\$42.00	34.0	0.0	34.0	\$ 1,428.00
22.	36" RC Pipe Sewer	256	LF	\$102.00	256.0	0.0	256.0	\$ 26,112.00
23.	15" GS Apron	1	Each	\$500.00	1.0	0.0	1.0	\$ 500.00
24.	36" RC Apron	5	Each	\$1,600.00	5.0	0.0	5.0	\$ 8,000.00
25.	Connect to Existing Water Main	2	Each	\$700.00	1.0	0.0	1.0	\$ 700.00
26.	Connect to Existing Storm Sewer	4	Each	\$900.00	7.0	0.0	7.0	\$ 6,300.00
27.	Connect to Existing Sanitary Sewer	2	Each	\$1,300.00	5.0	0.0	5.0	\$ 6,500.00
28.	6" Hydrant	2	Each	\$3,800.00	2.0	0.0	2.0	\$ 7,600.00
29.	6" Gate Valve and Box	2	Each	\$1,200.00	2.0	0.0	2.0	\$ 2,400.00
30.	8" Gate Valve and Box	3	Each	\$2,000.00	2.0	0.0	2.0	\$ 4,000.00
31.	6" Watermain	41	LF	\$23.00	39.0	0.0	39.0	\$ 897.00
32.	8" Watermain	389	LF	\$26.00	369.0	0.0	369.0	\$ 9,594.00
33.	4" Polystyrene Insulation	43	SY	\$30.00	42.7	0.0	42.7	\$ 1,281.00
34.	Ductile Iron Fittings	425	Lb.	\$4.00	387.0	0.0	387.0	\$ 1,548.00
35.	Catch Basin, Type 1	5	Each	\$2,300.00	5.0	0.0	5.0	\$ 11,500.00
36.	Catch Basin, Type 4	2	Each	\$3,100.00	2.0	0.0	2.0	\$ 6,200.00
37.	Storm Manhole, 60", Type 4	3	Each	\$4,500.00	3.0	0.0	3.0	\$ 13,500.00
38.	Sanitary Manhole, Type 3	3	Each	\$4,300.00	3.0	0.0	3.0	\$ 12,900.00
39.	4" PVC Utility Conduit	60	LF	\$12.00	0.0	0.0	0.0	\$ -
40.	6" Concrete Walk	896	SF	\$11.00	896.0	0.0	896.0	\$ 9,856.00
41.	Truncated Domes	40	SF	\$45.00	40.0	0.0	40.0	\$ 1,800.00
42.	Concrete Curb & Gutter Design B624	2,481	LF	\$17.50	2,615.0	0.0	2,615.0	\$ 45,762.50
43.	7" Concrete Driveway Pavement W/Reinforcement	56	SY	\$68.00	42.0	0.0	42.0	\$ 2,856.00

2905 South Broadway  
 Rochester, MN 55904  
 Phone: 507.288.3923



**FINAL PAYMENT ESTIMATE  
 FOR CONSTRUCTION WORK COMPLETED**

Project: South Mantorville Avenue Improvements  
 Project No.: 8316  
 Location: Kasson, Minnesota  
 Contractor: Swenke Ims Contracting, LLC

Bid Price \$ 575,180.50  
 Date: May. 23, 2019  
 Estimate #: 6-Final  
 % Complete: 98.3%

Line No.	Description	Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimate	Quantity Completed This Estimate	Quantity Completed to Date	Total
44.	Traffic Control	1	LS	\$2,000.00	1.0	0.0	1.0	\$ 2,000.00
45.	Cross Walk Marking-Epoxy	126	SF	\$12.00	0.0	0.0	0.0	\$ -
46.	Erosion Control Supervisor	1	LS	\$500.00	1.0	0.0	1.0	\$ 500.00
47.	Silt Fence, Type Heavy Duty	1,200	LF	\$2.25	890.0	0.0	890.0	\$ 2,002.50
48.	Storm Drain Inlet Protection	15	Each	\$150.00	13.0	0.0	13.0	\$ 1,950.00
49.	Temporary Rock Construction Entrance	1	Each	\$500.00	3.0	0.0	3.0	\$ 1,500.00
50.	Erosion Control Blanket, Category 3	1,400	SY	\$1.75	700.0	0.0	700.0	\$ 1,225.00
51.	Turf Establishment	0.8	Acres	\$2,500.00	0.9	0.0	0.9	\$ 2,250.00
52.	Turf Establishment-Wetland	0.05	Acres	\$7,500.00	0.00	0.00	0.0	\$ -
53.	Ditch Check, Type 2	100	LF	\$6.00	0.0	0.0	0.0	\$ -
54.	Riprap, Class 3	34	CY	\$50.00	34.0	0.0	34.0	\$ 1,700.00
55.	Aggregate for Pipe Foundation	100	CY	\$20.00	67.0	0.0	67.0	\$ 1,340.00
56.	New Frame & Ring Casting	1	Each	\$950.00	1.0	0.0	1.0	\$ 950.00
57.	Adjust Frame & Ring Casting	2	Each	\$450.00	2.0	0.0	2.0	\$ 900.00
58.	Adjust Gate Valve Box	2	Each	\$350.00	2.0	0.0	2.0	\$ 700.00

Total Work Completed	\$ 565,162.16
Less 0% Retainage	\$ -
Less Previous Estimates	\$ (536,904.05)
<b>Net Payment this Estimate</b>	<b>\$ 28,258.11</b>



## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number: 0-673-051-072  
Submitted Date and Time: 11-Oct-2018 9:56:24 AM  
Legal Name: SWENKE IMS CONTRACTING, LLC  
Federal Employer ID: 46-2082864  
User Who Submitted: Swenke Ims  
Type of Request Submitted: Contractor Affidavit

### Affidavit Summary

Affidavit Number: 1065377792  
Minnesota ID: 2952514  
Project Owner: CITY OF KASSON  
Project Number: 17-209  
Project Begin Date: 01-Sep-2017  
Project End Date: 30-Jun-2018  
Project Location: SOUTH MANTORVILLE AVENUE  
Project Amount: \$565,162.16

### Subcontractor Summary

Name	ID	Affidavit Number
ICON, LLC	3041141	1668177920
DOYLE CONNER COMPANY	8614253	1960878080
JENSEN EXCAVATING AND TRUCKING	9780749	1794170880
SAFETY SIGNS LLC	5139558	220815360
MATHY CONSTRUCTION CO	8749839	300130304

### Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

### Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) [withholding.tax@state.mn.us](mailto:withholding.tax@state.mn.us). Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number: 0-933-702-080  
Submitted Date and Time: 4-Oct-2018 9:25:46 AM  
Legal Name: ICON LLC  
Federal Employer ID: 46-2086822  
User Who Submitted: ICON LLC  
Type of Request Submitted: Contractor Affidavit

### Affidavit Summary

Affidavit Number: 1668177920  
Minnesota ID: 3041141  
Project Owner: CITY OF KASSON  
Project Number: 17-209  
Project Begin Date: 01-Sep-2017  
Project End Date: 30-Jun-2018  
Project Location: SOUTH MANTORVILLE AVE  
Project Amount: \$47,539.20  
Subcontractors: No Subcontractors

### Important Messages

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### Contact Us

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## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	1-701-028-288
Submitted Date and Time:	27-Aug-2018 2:57:37 PM
Legal Name:	DOYLE CONNER COMPANY
Federal Employer ID:	20-5810813
User Who Submitted:	tschubauer
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

Affidavit Number:	1960878080
Minnesota ID:	8614253
Project Owner:	CITY OF KASSON
Project Number:	S MANTORVILLE AVE
Project Begin Date:	15-Oct-2017
Project End Date:	15-Jun-2018
Project Location:	KASSON MN
Project Amount:	\$55,967.32
Subcontractors:	No Subcontractors

### Important Messages

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## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number: 1-004-474-816  
Submitted Date and Time: 6-Sep-2018 10:54:37 AM  
Legal Name: JENSEN EXCAVATING AND TRUCKING  
Federal Employer ID: 26-4036416  
User Who Submitted: 9780749  
Type of Request Submitted: Contractor Affidavit

### Affidavit Summary

Affidavit Number: 1794170880  
Minnesota ID: 9780749  
Project Owner: CITY OF KASSON  
Project Number: 17-209  
Project Begin Date: 20-Aug-2017  
Project End Date: 30-Sep-2017  
Project Location: KASSON, MN  
Project Amount: \$38,695.00  
Subcontractors: No Subcontractors

### Important Messages

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### Contact Us

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## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number: 0-832-028-352  
Submitted Date and Time: 11-Sep-2018 9:43:35 AM  
Legal Name: SAFETY SIGNS LLC  
Federal Employer ID: 41-1991774  
User Who Submitted: nicole drotning  
Type of Request Submitted: Contractor Affidavit

### Affidavit Summary

Affidavit Number: 220815360  
Minnesota ID: 5139558  
Project Owner: CITY OF KASSON  
Project Number: 8316  
Project Begin Date: 08-Sep-2017  
Project End Date: 15-Nov-2017  
Project Location: MANTORVILLE AVE IMP KASSON  
Project Amount: \$1,750.00  
Subcontractors: No Subcontractors

### Important Messages

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## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number: 0-204-351-936  
Submitted Date and Time: 28-Sep-2018 9:55:17 AM  
Legal Name: MATHY CONSTRUCTION CO  
Federal Employer ID: 39-0752519  
User Who Submitted: mathy1  
Type of Request Submitted: Contractor Affidavit

### Affidavit Summary

Affidavit Number: 300130304  
Minnesota ID: 8749839  
Project Owner: CITY OF KASSON  
Project Number: 17-209  
Project Begin Date: 01-Nov-2017  
Project End Date: 31-May-2018  
Project Location: SOUTH MANTORVILLE AVE, KASSON, MN  
Project Amount: \$111,967.16  
Subcontractors: No Subcontractors

### Important Messages

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### Contact Us

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Please [print this page](#) for your records using the print or save functionality built into your browser.

Swenke Ims Contracting LLC  
 103 1/2 W Main St  
 Kasson, MN 55944

INVOICE NO: 852  
 PAY APPLICATION NO: 6  
 PERIOD TO: 11/28/18  
 APPLICATION DATE: 11/28/18

**MONTHLY PAY APPLICATION**

TO: South Mantorville Ave

PROJECT: South Mantorville Avenue

ITEM NO	DESCRIPTION	UNIT	BID QUANTITY	UNIT PRICE	SCHEDULED VALUE	PREVIOUS QUANTITY	PREVIOUS AMOUNT	CURRENT QUANTITY	CURRENT AMOUNT	TO DATE QUANTITY	TO DATE AMOUNT	% COMP
1	MOBILIZATION	LS	1.00	18,000.00	18,000.00	1.00	18,000.00	1.00	18,000.00	1.00	18,000.00	100%
1	MOBILIZATION	LS	1.00			1.00		1.00				
2	CLEARING & GRUBBING	AC	.17	15,000.00	2,550.00	.31	4,650.00	.31	4,650.00	.31	4,650.00	182%
3	REMOVE BIT PAVEMENT	SY	382.00	4.00	1,528.00	695.00	2,780.00	695.00	2,780.00	695.00	2,780.00	182%
4	REMOVE C&G	LF	63.00	6.00	378.00	133.00	798.00	133.00	798.00	133.00	798.00	211%
5	REMOVE SEWER PIPE STORM	LF	174.00	15.00	2,610.00	174.00	2,610.00	174.00	2,610.00	174.00	2,610.00	100%
6	REMOVE MH OR CB	EA	2.00	500.00	1,000.00	2.00	1,000.00	2.00	1,000.00	2.00	1,000.00	100%
7	MILL PAVEMENT	SY	88.00	20.00	1,760.00							
8	TOPSOIL BORROW	CY	439.00	1.00	439.00							
9	GEOTEXTILE FABRIC TYPE 5	SY	6,898.00	1.00	6,898.00	6,898.00	6,898.00	6,898.00	6,898.00	6,898.00	6,898.00	100%
10	COMMON EX	CY	5,700.00	5.00	28,500.00	5,700.00	28,500.00	5,700.00	28,500.00	5,700.00	28,500.00	100%
11	AGGREGATE BASE CL 5 (CV)	CY	2,299.00	30.00	68,970.00	2,376.00	71,280.00	2,376.00	71,280.00	2,376.00	71,280.00	103%
12	AGGREGATE SUB BASE BREAKER RUN	CY	2,299.00	26.00	59,774.00	2,558.00	66,508.00	2,558.00	66,508.00	2,558.00	66,508.00	111%
13	TYPE SP 12.5 NON WEAR COURSE MIX	TN	768.00	68.00	52,224.00	626.00	42,568.00	626.00	42,568.00	626.00	42,568.00	82%
14	TYPE SP 12.5 WEAR COURSE MIX	TN	1,140.00	68.00	77,520.00	980.87	66,699.16	980.87	66,699.16	980.87	66,699.16	86%
15	SUBGRADE PREP	EA	13.00	300.00	3,900.00	13.00	3,900.00	13.00	3,900.00	13.00	3,900.00	100%
16	8" PVC PIPE SEWER SDR 26	LF	394.00	35.00	13,790.00	394.00	13,790.00	394.00	13,790.00	394.00	13,790.00	100%

Swenke Ims Contracting LLC  
 103 1/2 W Main St  
 Kasson, MN 55944

INVOICE NO: 852  
 PAY APPLICATION NO: 6  
 PERIOD TO: 11/28/18  
 APPLICATION DATE: 11/28/18

**MONTHLY PAY APPLICATION**

TO: South Mantorville Ave

PROJECT: South Mantorville Avenue

ITEM NO	DESCRIPTION	UNIT	BID QUANTITY	UNIT PRICE	SCHEDULED VALUE	PREVIOUS QUANTITY	PREVIOUS AMOUNT	CURRENT QUANTITY	CURRENT AMOUNT	TO DATE QUANTITY	TO DATE AMOUNT	% COMP
17	12" PVC PIPE SEWER SDR 26	LF	62.00	45.00	2,790.00	62.00	2,790.00			62.00	2,790.00	100%
18	15" PP/PVC PIPE SEWER	LF	48.00	35.00	1,680.00	53.00	1,855.00			53.00	1,855.00	110%
19	30" PP/PVC PIPE SEWER	LF	462.00	60.00	27,720.00	461.00	27,660.00			461.00	27,660.00	100%
20	12" RC PIPE SEWER	LF	136.00	34.00	4,624.00	136.00	4,624.00			136.00	4,624.00	100%
21	15" RC PIPE SEWER	LF	34.00	42.00	1,428.00	34.00	1,428.00			34.00	1,428.00	100%
22	36" RC PIPE SEWER	LF	256.00	102.00	26,112.00	256.00	26,112.00			256.00	26,112.00	100%
23	15" GS APRON	EA	1.00	500.00	500.00	1.00	500.00			1.00	500.00	100%
24	36" RC APRON	EA	5.00	1,600.00	8,000.00	5.00	8,000.00			5.00	8,000.00	100%
25	CONNECT TO EXISTING WM	EA	2.00	700.00	1,400.00	1.00	700.00			1.00	700.00	50%
26	CONNECT TO EXISTING STORM SEWER	EA	4.00	900.00	3,600.00	7.00	6,300.00			7.00	6,300.00	175%
27	CONNECT TO EXISTING SANITARY	EA	2.00	1,300.00	2,600.00	5.00	6,500.00			5.00	6,500.00	250%
28	6" HYDRANT	EA	2.00	3,800.00	7,600.00	2.00	7,600.00			2.00	7,600.00	100%
29	6" GATE VALVE & BOX	EA	2.00	1,200.00	2,400.00	2.00	2,400.00			2.00	2,400.00	100%
30	8" GATE VALVE & BOX	EA	3.00	2,000.00	6,000.00	2.00	4,000.00			2.00	4,000.00	67%
31	6" WATERMAIN	LF	41.00	23.00	943.00	39.00	897.00			39.00	897.00	95%
32	8" WATERMAIN	LF	389.00	26.00	10,114.00	369.00	9,594.00			369.00	9,594.00	95%
33	4" POLYSTYRENE INSULATION	SY	43.00	30.00	1,290.00	42.70	1,281.00			42.70	1,281.00	99%

Swenke Ims Contracting LLC  
 103 1/2 W Main St  
 Kasson, MN 55944

INVOICE NO: 852  
 PAY APPLICATION NO: 6  
 PERIOD TO: 11/28/18  
 APPLICATION DATE: 11/28/18

**MONTHLY PAY APPLICATION**

TO: South Mantorville Ave

PROJECT: South Mantorville Avenue

ITEM NO	DESCRIPTION	UNIT	BID QUANTITY	UNIT PRICE	SCHEDULED VALUE	PREVIOUS QUANTITY	PREVIOUS AMOUNT	CURRENT QUANTITY	CURRENT AMOUNT	TO DATE QUANTITY	TO DATE AMOUNT	% COMP
34	DUCTILE IRON FITTINGS	LB	425.00	4.00	1,700.00	387.00	1,548.00	387.00	1,548.00	387.00	1,548.00	91%
35	CB TYPE 1	EA	5.00	2,300.00	11,500.00	5.00	11,500.00	5.00	11,500.00	5.00	11,500.00	100%
36	CB TYPE 4	EA	2.00	3,100.00	6,200.00	2.00	6,200.00	2.00	6,200.00	2.00	6,200.00	100%
37	STORM MH 60" TYPE 4	EA	3.00	4,500.00	13,500.00	3.00	13,500.00	3.00	13,500.00	3.00	13,500.00	100%
38	SAN MH TYPE 3	EA	3.00	4,300.00	12,900.00	3.00	12,900.00	3.00	12,900.00	3.00	12,900.00	100%
39	4" PVC UTILITY CONDUIT	LF	60.00	12.00	720.00							
40	6" CONCRETE WALK	SF	896.00	11.00	9,856.00	896.00	9,856.00	896.00	9,856.00	896.00	9,856.00	100%
41	TRUNCATED DOMES	SF	40.00	45.00	1,800.00	40.00	1,800.00	40.00	1,800.00	40.00	1,800.00	100%
42	CONCRETE C&G DES B624	LF	2,481.00	17.50	43,417.50	2,615.00	45,762.50	2,615.00	45,762.50	2,615.00	45,762.50	105%
43	7" CONCRETE DRIVEWAY PAVEMENT W/ REINFORCE	SY	56.00	68.00	3,808.00	42.00	2,856.00	42.00	2,856.00	42.00	2,856.00	75%
44	TRAFFIC CONTROL	LS	1.00	2,000.00	2,000.00	1.00	2,000.00	1.00	2,000.00	1.00	2,000.00	100%
45	CROSS WALK MARKING EPOXY	SF	126.00	12.00	1,512.00							
46	EROSION CONTROL SUPERVISOR	LS	1.00	500.00	500.00	1.00	500.00	1.00	500.00	1.00	500.00	100%
47	SILT FENCE TYPE HD	LF	1,200.00	2.25	2,700.00	890.00	2,002.50	890.00	2,002.50	890.00	2,002.50	74%
48	STORM DRAIN INLET PROTECTION	EA	15.00	150.00	2,250.00	13.00	1,950.00	13.00	1,950.00	13.00	1,950.00	87%
49	TEMP ROCK CONSTRUCTION ENTRANCE	EA	1.00	500.00	500.00	3.00	1,500.00	3.00	1,500.00	3.00	1,500.00	300%
50	EROSION CONTROL BLANKET CAT 3	SY	1,400.00	1.75	2,450.00	700.00	1,225.00	700.00	1,225.00	700.00	1,225.00	50%

Swenke Ims Contracting LLC  
 103 1/2 W Main St  
 Kasson, MN 55944

INVOICE NO: 852  
 PAY APPLICATION NO: 6  
 PERIOD TO: 11/28/18  
 APPLICATION DATE: 11/28/18

**MONTHLY PAY APPLICATION**

TO: South Mantorville Ave

PROJECT: South Mantorville Avenue

ITEM NO	DESCRIPTION	UNIT	BID QUANTITY	UNIT PRICE	SCHEDULED VALUE	PREVIOUS QUANTITY	PREVIOUS AMOUNT	CURRENT QUANTITY	CURRENT AMOUNT	TO DATE QUANTITY	TO DATE AMOUNT	% COMP
51	TURF ESTABLISHMENT	AC	.80	2,500.00	2,000.00	.90	2,250.00	.90	2,250.00	.90	2,250.00	113%
52	TURF ESTABLISHMENT - WETLAND	AC	.05	7,500.00	375.00							
53	DITCH CHECK TYPE 2	LF	100.00	6.00	600.00							
54	RIP RAP CL 3	CY	34.00	50.00	1,700.00	34.00	1,700.00	34.00	1,700.00	34.00	1,700.00	100%
55	AGGREGATE FOR PIPE FOUNDATION	CY	100.00	20.00	2,000.00	67.00	1,340.00	67.00	1,340.00	67.00	1,340.00	67%
56	NEW FRAME & RING CASTING	EA	1.00	950.00	950.00	1.00	950.00	1.00	950.00	1.00	950.00	100%
57	ADJUST FRAME & RING CASTING	EA	2.00	450.00	900.00	2.00	900.00	2.00	900.00	2.00	900.00	100%
58	ADJUST GATE VALVE & BOX	EA	2.00	350.00	700.00	2.00	700.00	2.00	700.00	2.00	700.00	100%

CONTRACT TOTAL: \$ 575,180.50  
 TOTAL: \$ 565,162.16  
 RETAINAGE: \$ -28,258.12  
 LESS PREVIOUS BILLINGS: \$ 536,904.04  
 CURRENT AMOUNT DUE: \$ 28,258.12

  
 PROJECT MANAGER  
 DATE 5/15/2019

**CITY OF KASSON  
RESOLUTION #6.X-19**

**RESOLUTION WRITING OFF DELINQUENT ACCOUNTS PAST STATUTE  
OF LIMITATIONS**

**WHEREAS**, the City of Kasson has worked to collect on delinquent utility billings, and,

**WHEREAS**, after review of delinquent accounts; and

**WHEREAS**, dates of accounts for said accoounts have exceeded the statute of limitations.

**NOW THEREFORE BE IT RESOLVED BY THE COMMON COUNCIL OF THE  
CITY OF KASSON, MINNESOTA:**

The Finance Director is authorized to remove billings past the date of Statute of Limitations of \$3330.11 from utility billing/Fire receivables:

67 Central Av	\$1,610.00
67 Central Av	\$584.69
300 6th St SW	\$26.65
19 Main St W	\$174.46
509 5th Av NW	\$132.20
15 Sunset Av	\$276.90
54 Crown Av	\$42.89
19 Sunset Av	\$343.27
38 Sunset Av	\$139.05

Adopted this 12th day of June, 2019.

**ATTEST:**

\_\_\_\_\_  
Chris McKern, Mayor

\_\_\_\_\_  
Linda Rappe, Clerk

The motion for adoption of the foregoing resolution was made by Councilmember \_\_\_\_ and seconded by Councilmember \_\_\_\_\_. Upon vote being taken thereon, the following voted in favor thereof: \_\_\_\_\_ and the following voted against same: \_\_\_\_\_. Whereupon said resolution was declared duly passed and adopted.

2905 South Broadway  
Rochester, MN 55904-5515  
Phone: 507.288.3923  
Fax: 507.288.2675  
Email: rochester@whks.com  
Website: www.whks.com



June 6, 2019

Honorable Mayor and City Council  
City of Kasson  
401 5<sup>th</sup> Street SE  
Kasson, MN 55944-2204

RE: Kasson, MN  
2017 Street Assessment Project  
Pay Request No. 16

Dear Mayor and City Council:

Enclosed is Pay Request No. 16 for work on the above referenced project.

We recommend payment in the amount of \$245,559.84 to:

S.L. Contracting, Inc.  
2510 Schuster LN. NW  
Rochester, MN 55901

Please contact me if you have any questions.

Sincerely,

**WHKS & co.**

A handwritten signature in blue ink, appearing to read 'Brandon W. Theobald', is written over the company name.

Brandon W. Theobald, P.E.

BT/jl

Enclosure

cc: Theresa Coleman, City Administrator  
Nancy Zaworski, Finance Director  
Trevor Lampland, S.L. Contracting  
Scott Lampland, S.L. Contracting

2905 South Broadway  
 Rochester, MN 55904  
 Phone: 507.288.3923



PARTIAL PAYMENT ESTIMATE  
 FOR CONSTRUCTION WORK COMPLETED

Project: 2017 Street Assessment Project (3rd, 4th, & 5th Ave NW)  
 Project No.: 8320  
 Location: Kasson, Minnesota  
 Contractor: S.L. Contracting, Inc.

Bid Price: \$ 6,351,124.40  
 CO #1 Price: \$ 10,272.00  
 CO # 2 Price: \$ 7,500.00  
 Revised Price: \$ 6,368,896.40  
 Date: Jun. 6, 2019  
 Estimate #: 16  
 % Complete: 98%

Line No.	Description	Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimate	Quantity Completed This Estimate	Quantity Completed to Date	Total to Date
<b>Schedule A</b>								
1.	MOBILIZATION	1	LUMP SUM	\$ 300,000.00	1.0	0.0	1.0	\$ 300,000.00
2.	CLEARING & GRUBBING (TREE)	214	EACH	\$ 525.00	213.0	0.0	213.0	\$ 111,825.00
3.	GRUBBING (STUMP)	7	EACH	\$ 100.00	16.0	0.0	16.0	\$ 1,600.00
4.	REMOVE WATER MAIN	8,856	LIN FT	\$ 6.00	8,783.5	0.0	8,783.5	\$ 52,701.00
5.	REMOVE CURB AND GUTTER	19,375	LIN FT	\$ 3.60	20,065.5	0.0	20,065.5	\$ 72,235.80
6.	REMOVE SEWER PIPE (STORM)	1,740	LIN FT	\$ 9.00	1,706.0	0.0	1,706.0	\$ 15,354.00
7.	REMOVE CONCRETE WALK	2,470	SQ YD	\$ 4.00	2,884.1	0.0	2,884.1	\$ 11,536.40
8.	REMOVE CONCRETE DRIVEWAY PAVEMENT	2,800	SQ YD	\$ 6.00	3,008.0	0.0	3,008.0	\$ 18,048.00
9.	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	787	SQ YD	\$ 6.00	983.5	0.0	983.5	\$ 5,901.00
10.	REMOVE BITUMINOUS ROADWAY PAVEMENT	40,851	SQ YD	\$ 4.00	41,675.0	0.0	41,675.0	\$ 166,700.00
11.	RELOCATE MAILBOX	81	EACH	\$ 25.00	87.0	0.0	87.0	\$ 2,175.00
12.	MILL PAVEMENT	3,959	SQ YD	\$ 3.00	1,031.0	629.0	1,660.0	\$ 4,980.00
13.	REMOVE MANHOLE OR CATCH BASIN	48	EACH	\$ 400.00	55.0	0.0	55.0	\$ 22,000.00
14.	REMOVE GATE VALVE AND BOX	28	EACH	\$ 200.00	40.0	0.0	40.0	\$ 8,000.00
15.	REMOVE HYDRANT	20	EACH	\$ 320.00	20.0	0.0	20.0	\$ 6,400.00
16.	SALVAGE HYDRANT	1	EACH	\$ 750.00	1.0	0.0	1.0	\$ 750.00
17.	TOPSOIL BORROW (LV)	2,000	CU YD	\$ 20.00	1,962.0	727.0	2,689.0	\$ 53,780.00
18.	GEOTEXTILE FABRIC, TYPE V	52,300	SQ YD	\$ 1.60	51,888.0	0.0	51,888.0	\$ 83,020.80
19.	EXCAVATION - COMMON (P)	32,000	CU YD	\$ 8.00	32,224.0	0.0	32,224.0	\$ 257,792.00
20.	EXCAVATION - CONTAMINATED MATERIALS	1,000	CU YD	\$ 10.00	0.0	0.0	0.0	\$ -
21.	AGGREGATE BASE (CV) CLASS 5	12,000	CU YD	\$ 26.00	11,376.5	0.0	11,376.5	\$ 295,789.00
22.	AGGREGATE SUBBASE BREAKER RUN (CV)	8,800	CU YD	\$ 23.00	2,100.5	0.0	2,100.5	\$ 48,311.50
23.	TYPE SP 12.5 NON-WEARING COURSE MIX	6,000	TON	\$ 70.00	5,987.13	0.00	5,987.13	\$ 419,099.10
24.	TYPE SP 12.5 WEARING COURSE MIX	6,000	TON	\$ 70.00	2,120.6	2,822.6	4,943.3	\$ 346,027.50
25.	SELECT GRANULAR BORROW (CV)	17,500	CU YD	\$ 15.00	16,586.5	0.0	16,586.5	\$ 248,797.50
26.	SUBGRADE PREPARATION	107	STA.	\$ 350.00	107.0	0.0	107.0	\$ 37,450.00
27.	8" PVC PIPE SEWER, SDR 26	8,830	LIN FT	\$ 37.00	8,712.0	0.0	8,712.0	\$ 322,344.00
28.	12" PVC PIPE SEWER, SDR 26	2	LIN FT	\$ 200.00	0.0	0.0	0.0	\$ -
29.	TELEVISION SANITARY SEWER	8,830	LIN FT	\$ 1.30	3,605.0	0.0	3,605.0	\$ 4,686.50
30.	12" PIPE SEWER	1,108	LIN FT	\$ 29.00	1,095.0	0.0	1,095.0	\$ 31,755.00
31.	15" PIPE SEWER	2,013	LIN FT	\$ 31.00	2,039.0	0.0	2,039.0	\$ 63,209.00
32.	18" PIPE SEWER	612	LIN FT	\$ 37.00	613.0	0.0	613.0	\$ 22,681.00
33.	24" PIPE SEWER	1,798	LIN FT	\$ 44.00	1,796.0	0.0	1,796.0	\$ 79,024.00
34.	36" PIPE SEWER	1,435	LIN FT	\$ 70.00	1,435.0	0.0	1,435.0	\$ 100,450.00
35.	15" RC PIPE SEWER	5	LIN FT	\$ 40.00	0.0	0.0	0.0	\$ -
36.	18" RC PIPE SEWER	40	LIN FT	\$ 44.00	35.0	0.0	35.0	\$ 1,540.00
37.	24" RC PIPE SEWER	48	LIN FT	\$ 48.00	48.0	0.0	48.0	\$ 2,304.00
38.	27" RC PIPE SEWER	29	LIN FT	\$ 62.00	20.0	0.0	20.0	\$ 1,240.00
39.	36" RC PIPE SEWER	142	LIN FT	\$ 85.00	142.0	0.0	142.0	\$ 12,070.00
40.	60" SPAN RC-ARCH SEWER	331	LIN FT	\$ 230.00	331.0	0.0	331.0	\$ 76,130.00
41.	4" PVC SUBDRAIN	1,771	LIN FT	\$ 12.00	1,424.0	0.0	1,424.0	\$ 17,088.00
42.	6" PVC SUBDRAIN	60	LIN FT	\$ 15.00	62.0	0.0	62.0	\$ 930.00
43.	4" PVC SUBDRAIN CLEAN-OUT	134	EACH	\$ 180.00	137.0	0.0	137.0	\$ 24,660.00
44.	6" PVC SUBDRAIN CLEAN-OUT	49	EACH	\$ 200.00	53.0	0.0	53.0	\$ 10,600.00
45.	6" PERFORATED PVC SUBDRAIN	13,450	LIN FT	\$ 16.00	13,127.0	0.0	13,127.0	\$ 210,032.00
46.	8" PERFORATED PVC SUBDRAIN	100	LIN FT	\$ 20.00	0.0	0.0	0.0	\$ -
47.	8"X6" PVC WYE (SANITARY)	37	EACH	\$ 195.00	44.0	0.0	44.0	\$ 8,580.00
48.	8"X4" PVC WYE (SANITARY)	100	EACH	\$ 160.00	101.0	0.0	101.0	\$ 16,160.00
49.	8"X4" PVC WYE (SUBDRAIN)	5	EACH	\$ 100.00	0.0	0.0	0.0	\$ -
50.	6"X4" PVC WYE (SUBDRAIN)	134	EACH	\$ 80.00	138.0	0.0	138.0	\$ 11,040.00
51.	6" PVC SANITARY SERVICE PIPE	1,400	LIN FT	\$ 22.00	1,419.5	0.0	1,419.5	\$ 31,229.00
52.	4" PVC SANITARY SERVICE PIPE	3,300	LIN FT	\$ 20.00	3,045.5	0.0	3,045.5	\$ 60,910.00
53.	CONNECT TO EXISTING WATER MAIN	9	EACH	\$ 900.00	9.0	0.0	9.0	\$ 8,100.00
54.	CONNECT TO EXISTING STORM SEWER	10	EACH	\$ 750.00	13.0	0.0	13.0	\$ 9,750.00
55.	CONNECT TO EXISTING SANITARY SEWER	4	EACH	\$ 1,500.00	9.0	0.0	9.0	\$ 13,500.00
56.	CONNECT TO EXISTING SUBDRAIN	40	EACH	\$ 90.00	25.0	0.0	25.0	\$ 2,250.00

Line No.	Description	Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimate	Quantity Completed This Estimate	Quantity Completed to Date	Total to Date
57.	HYDRANT	23	EACH	\$ 3,950.00	23.0	0.0	23.0	\$ 90,850.00
58.	SALVAGE HYDRANT	1	EACH	\$ 900.00	2.0	0.0	2.0	\$ 1,800.00
59.	1" CORPORATION STOP	138	EACH	\$ 188.00	140.0	0.0	140.0	\$ 26,320.00
60.	2" CORPORATION STOP	5	EACH	\$ 450.00	2.0	0.0	2.0	\$ 900.00
61.	6" GATE VALVE AND BOX	26	EACH	\$ 1,350.00	25.0	0.0	25.0	\$ 33,750.00
62.	8" GATE VALVE AND BOX	54	EACH	\$ 1,750.00	54.0	0.0	54.0	\$ 94,500.00
63.	1" CURB STOP & BOX	133	EACH	\$ 240.00	137.0	0.0	137.0	\$ 32,880.00
64.	2" CURB STOP & BOX	4	EACH	\$ 500.00	2.0	0.0	2.0	\$ 1,000.00
65.	1" TYPE K COPPER PIPE	4,486	LIN FT	\$ 20.00	4,707.5	0.0	4,707.5	\$ 94,150.00
66.	2" TYPE K COPPER PIPE	175	LIN FT	\$ 30.00	81.5	0.0	81.5	\$ 2,445.00
67.	6" WATERMAIN	390	LIN FT	\$ 36.00	363.5	0.0	363.5	\$ 13,086.00
68.	8" WATERMAIN	10,945	LIN FT	\$ 39.00	11,096.0	0.0	11,096.0	\$ 432,744.00
69.	12" WATERMAIN	16	LIN FT	\$ 66.00	7.0	0.0	7.0	\$ 462.00
70.	4" POLYSTYRENE INSULATION	526	SQ YD	\$ 38.00	534.5	0.0	534.5	\$ 20,311.00
71.	DUCTILE IRON FITTINGS	4,014	POUND	\$ 8.00	4,798.5	0.0	4,798.5	\$ 38,388.00
72.	CATCH BASIN, TYPE 1	68	EACH	\$ 2,200.00	68.0	0.0	68.0	\$ 149,600.00
73.	CATCH BASIN, TYPE 4	1	EACH	\$ 3,000.00	1.0	0.0	1.0	\$ 3,000.00
74.	STORM MANHOLE, 48", TYPE 4	8	EACH	\$ 3,400.00	9.0	0.0	9.0	\$ 30,600.00
75.	STORM MANHOLE, 60", TYPE 4	13	EACH	\$ 4,200.00	13.0	0.0	13.0	\$ 54,600.00
76.	STORM MANHOLE, 72", TYPE 4	4	EACH	\$ 5,200.00	4.0	0.0	4.0	\$ 20,800.00
77.	STORM MANHOLE, 84", TYPE 4	2	EACH	\$ 6,400.00	2.0	0.0	2.0	\$ 12,800.00
78.	STORM MANHOLE, 96", TYPE 4	2	EACH	\$ 6,500.00	2.0	0.0	2.0	\$ 13,000.00
79.	STORM MANHOLE, 108", TYPE 4	1	EACH	\$ 7,500.00	1.0	0.0	1.0	\$ 7,500.00
80.	SANITARY MANHOLE, TYPE 3	31	EACH	\$ 2,900.00	31.0	0.0	31.0	\$ 89,900.00
81.	SANITARY MANHOLE, TYPE 3A	2	EACH	\$ 5,200.00	2.0	0.0	2.0	\$ 10,400.00
82.	NEW FRAME & RING CASTING	1	EACH	\$ 460.00	1.0	0.0	1.0	\$ 460.00
83.	4" CONCRETE WALK	23,475	SQ FT	\$ 4.40	23,349.9	0.0	23,349.9	\$ 102,739.56
84.	6" CONCRETE WALK	4,048	SQ FT	\$ 8.40	3,696.5	0.0	3,696.5	\$ 31,050.60
85.	CONCRETE STEPS	2	EACH	\$ 400.00	4.0	0.0	4.0	\$ 1,600.00
86.	TRUNCATED DOMES	478	SQ FT	\$ 48.00	491.6	0.0	491.6	\$ 23,596.80
87.	CONCRETE CURB & GUTTER DESIGN B624 (HAND PLACED)	931	LIN FT	\$ 36.00	1,977.5	109.0	2,086.5	\$ 75,114.00
88.	CONCRETE CURB & GUTTER DESIGN B624 (MACHINE)	18,322	LIN FT	\$ 16.00	18,004.0	0.0	18,004.0	\$ 288,064.00
89.	CONCRETE CURB & GUTTER DESIGN DRIVEOVER	220	LIN FT	\$ 20.00	184.0	0.0	184.0	\$ 3,680.00
90.	6" CONCRETE DRIVEWAY PAVEMENT	2,360	SQ YD	\$ 50.00	1,614.5	5.0	1,619.5	\$ 80,975.00
91.	7" CONCRETE DRIVEWAY PAVEMENT	213	SQ YD	\$ 55.00	148.9	0.0	148.9	\$ 8,189.50
92.	6" CONCRETE DRIVEWAY PAVEMENT WITH REBAR	590	SQ YD	\$ 60.00	2,107.5	0.0	2,107.5	\$ 126,450.00
93.	7" CONCRETE DRIVEWAY PAVEMENT WITH REBAR	55	SQ YD	\$ 62.00	130.8	0.0	130.8	\$ 8,109.60
94.	3" BITUMINOUS DRIVEWAY PAVEMENT	312	SQ YD	\$ 35.00	784.8	0.0	784.8	\$ 27,468.00
95.	6" AGGREGATE DRIVEWAY	289	SQ YD	\$ 5.00	230.0	9.5	239.5	\$ 1,197.50
96.	TRAFFIC CONTROL	1	LUMP SUM	\$ 13,000.00	0.8	0.2	1.0	\$ 13,000.00
97.	CROSS WALK MARKING-EPOXY	144	SQ FT	\$ 5.00	0.0	0.0	0.0	\$ -
98.	4" SOLID LINE WHITE-EPOXY	198	LIN FT	\$ 3.00	0.0	0.0	0.0	\$ -
99.	PAVT MESSAGE (HANDICAPPED SYMBOL) EPOXY	2	EACH	\$ 150.00	0.0	0.0	0.0	\$ -
100.	TEMPORARY WATER SERVICE	1	LUMP SUM	\$ 52,500.00	0.798	0.25	1.048	\$ 55,000.00
101.	EROSION CONTROL SUPERVISOR	1	LUMP SUM	\$ 2,000.00	0.5	0.5	1.0	\$ 2,000.00
102.	SILT FENCE, TYPE HEAVY DUTY	250	LIN FT	\$ 2.60	0.0	0.0	0.0	\$ -
103.	STORM DRAIN INLET PROTECTION	86	EACH	\$ 30.00	99.0	0.0	99.0	\$ 2,970.00
104.	TEMPORARY ROCK CONSTRUCTION ENTRANCE	16	EACH	\$ 850.00	10.0	0.0	10.0	\$ 8,500.00
105.	SODDING TYPE LAWN	21,050	SQ YD	\$ 5.00	23,008.0	3,274.5	26,282.5	\$ 131,412.50
106.	AGGREGATE FOR PIPE FOUNDATION	400	CU YD	\$ 25.00	800.0	0.0	800.0	\$ 20,000.00
107.	ADJUST FRAME & RING CASTING	9	EACH	\$ 360.00	22.5	0.0	22.5	\$ 8,100.00
108.	ADJUST GATE VALVE BOX	4	EACH	\$ 200.00	0.0	0.0	0.0	\$ -
109.	GATE VALVE BOX - TOP SECTION	20	EACH	\$ 220.00	16.0	0.0	16.0	\$ 3,520.00
110.	EXPLORATORY EXCAVATION	50	HOURS	\$ 250.00	50.0	0.0	50.0	\$ 12,500.00
111.	TELEWISE SANITARY SEWER LATERIAL	137	EACH	\$ 165.00	150.0	0.0	150.0	\$ 24,750.00
112.	TELEWISE SANITARY SEWER LATERIAL-ADDED TIME	30	HOURS	\$ 400.00	3.0	0.0	3.0	\$ 1,200.00
<b>Schedule B</b>								
1.	MOBILIZATION	1	LUMP SUM	\$ 12,000.00	1.0	0.0	1.0	\$ 12,000.00
2.	CLEARING & GRUBBING (TREE)	1	EACH	\$ 800.00	1.0	0.0	1.0	\$ 800.00
3.	REMOVE WATER MAIN	365	LIN FT	\$ 10.00	351.0	0.0	351.0	\$ 3,510.00
4.	REMOVE CURB AND GUTTER	42	LIN FT	\$ 10.00	49.0	30.0	79.0	\$ 790.00
5.	REMOVE BITUMINOUS ROADWAY PAVEMENT	467	SQ YD	\$ 5.00	537.0	0.0	537.0	\$ 2,685.00
6.	REMOVE CONCRETE ROADWAY PAVEMENT	135	SQ YD	\$ 10.00	159.0	0.0	159.0	\$ 1,590.00
7.	REMOVE MANHOLE OR CATCH BASIN	2	EACH	\$ 300.00	2.0	0.0	2.0	\$ 600.00
8.	REMOVE GATE VALVE AND BOX	1	EACH	\$ 200.00	3.0	0.0	3.0	\$ 600.00
9.	REMOVE HYDRANT	1	EACH	\$ 350.00	1.0	0.0	1.0	\$ 350.00
10.	TOPSOIL BORROW (LV)	60	CU YD	\$ 25.00	75.5	16.25	91.8	\$ 2,293.75
11.	GEOTEXTILE FABRIC, TYPE V	1,219	SQ YD	\$ 1.60	935.0	0.0	935.0	\$ 1,496.00

Line No.	Description	Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimate	Quantity Completed This Estimate	Quantity Completed to Date	Total to Date
12.	EXCAVATION - COMMON (P)	856	CU YD	\$ 9.00	721.0	0.0	721.0	\$ 6,489.00
13.	AGGREGATE BASE (CV) CLASS 5	318	CU YD	\$ 28.00	291.0	0.0	291.0	\$ 8,148.00
14.	AGGREGATE SUBBASE BREAKER RUN (CV)	70	CU YD	\$ 25.00	206.0	0.0	206.0	\$ 5,150.00
15.	TYPE SP 12.5 NON-WEARING COURSE MIX	106	TON	\$ 70.00	113.0	0.0	113.0	\$ 7,910.00
16.	TYPE SP 12.5 WEARING COURSE MIX	106	TON	\$ 70.00	0.0	92.1	92.1	\$ 6,447.00
17.	CONCRETE PAVEMENT	135	SQ YD	\$ 32.00	128.0	0.0	128.0	\$ 4,096.00
18.	STRUCTURAL CONCRETE	32	CU YD	\$ 200.00	44.5	0.0	44.5	\$ 8,900.00
19.	REINFORCEMENT BARS (EPOXY COATED)	62	POUND	\$ 3.00	62.0	0.0	62.0	\$ 186.00
20.	DOWEL BAR	62	EACH	\$ 10.00	48.0	0.0	48.0	\$ 480.00
21.	DRILL & GROUT DOWEL BAR (EPOXY COATED)	33	EACH	\$ 17.00	17.0	0.0	17.0	\$ 289.00
22.	DRILL & GROUT REINF BAR (EPOXY COATED)	38	EACH	\$ 14.00	36.0	0.0	36.0	\$ 504.00
23.	SELECT GRANULAR BORROW (CV)	349	CU YD	\$ 19.00	172.0	0.0	172.0	\$ 3,268.00
24.	6" PVC PIPE SEWER, SDR 26	31	LIN FT	\$ 36.00	8.0	0.0	8.0	\$ 288.00
25.	8" PVC PIPE SEWER, SDR 26	334	LIN FT	\$ 38.00	328.0	0.0	328.0	\$ 12,464.00
26.	TELEWISE SANITARY SEWER	365	LIN FT	\$ 2.00	0.0	0.0	0.0	\$ -
27.	8"X4" PVC WYE (SANITARY)	2	EACH	\$ 160.00	4.0	0.0	4.0	\$ 640.00
28.	8"X6" PVC WYE (SANITARY)	2	EACH	\$ 200.00	2.0	0.0	2.0	\$ 400.00
29.	4" PVC SANITARY SERVICE PIPE	60	LIN FT	\$ 25.00	98.0	0.0	98.0	\$ 2,450.00
30.	6" PVC SANITARY SERVICE PIPE	10	LIN FT	\$ 25.00	26.5	0.0	26.5	\$ 662.50
31.	CONNECT TO EXISTING WATER MAIN	2	EACH	\$ 1,000.00	3.0	0.0	3.0	\$ 3,000.00
32.	CONNECT TO EXISTING SANITARY SEWER	2	EACH	\$ 1,500.00	1.0	0.0	1.0	\$ 1,500.00
33.	HYDRANT	1	EACH	\$ 4,000.00	1.0	0.0	1.0	\$ 4,000.00
34.	1" CORPORATION STOP	2	EACH	\$ 190.00	4.0	0.0	4.0	\$ 760.00
35.	2" CORPORATION STOP	2	EACH	\$ 450.00	0.0	0.0	0.0	\$ -
36.	6" GATE VALVE AND BOX	1	EACH	\$ 1,350.00	2.0	0.0	2.0	\$ 2,700.00
37.	8" GATE VALVE AND BOX	2	EACH	\$ 1,750.00	3.0	0.0	3.0	\$ 5,250.00
38.	1" CURB STOP & BOX	2	EACH	\$ 240.00	3.0	0.0	3.0	\$ 720.00
39.	1" TYPE K COPPER PIPE	51	LIN FT	\$ 20.00	64.0	0.0	64.0	\$ 1,280.00
40.	2" TYPE K COPPER PIPE	10	LIN FT	\$ 40.00	0.0	0.0	0.0	\$ -
41.	6" WATERMAIN	12	LIN FT	\$ 40.00	15.0	0.0	15.0	\$ 600.00
42.	8" WATERMAIN	359	LIN FT	\$ 40.00	351.0	0.0	351.0	\$ 14,040.00
43.	4" POLYSTYRENE INSULATION	7	SQ YD	\$ 40.00	7.1	0.0	7.1	\$ 284.00
44.	DUCTILE IRON FITTINGS	250	POUND	\$ 9.00	326.0	0.0	326.0	\$ 2,934.00
45.	SANITARY MANHOLE, TYPE 3	2	EACH	\$ 3,100.00	2.0	0.0	2.0	\$ 6,200.00
46.	CONCRETE CURB & GUTTER DESIGN B618 (MACHINE)	490	LIN FT	\$ 18.00	497.5	0.0	497.5	\$ 8,955.00
47.	6" CONCRETE DRIVEWAY PAVEMENT	27	SQ YD	\$ 52.00	47.8	0.0	47.8	\$ 2,485.60
48.	7" CONCRETE DRIVEWAY PAVEMENT	36	SQ YD	\$ 56.00	0.0	0.0	0.0	\$ -
49.	6" CONCRETE DRIVEWAY PAVEMENT WITH REBAR	27	SQ YD	\$ 60.00	0.0	0.0	0.0	\$ -
50.	7" CONCRETE DRIVEWAY PAVEMENT WITH REBAR	36	SQ YD	\$ 65.00	32.1	0.0	32.1	\$ 2,086.50
51.	3" BITUMINOUS DRIVEWAY PAVEMENT	69	SQ YD	\$ 25.00	134.0	0.0	134.0	\$ 3,350.00
52.	6" AGGREGATE DRIVEWAY	43	SQ YD	\$ 10.00	81.0	0.0	81.0	\$ 810.00
53.	TRAFFIC CONTROL	1	LUMP SUM	\$ 850.00	1.0	0.0	1.0	\$ 850.00
54.	TEMPORARY WATER SERVICE	1	LUMP SUM	\$ 1,500.00	1.0	0.0	1.0	\$ 1,500.00
55.	EROSION CONTROL SUPERVISOR	1	LUMP SUM	\$ 500.00	1.0	0.0	1.0	\$ 500.00
56.	SILT FENCE, TYPE HEAVY DUTY	200	LIN FT	\$ 3.00	0.0	0.0	0.0	\$ -
57.	STORM DRAIN INLET PROTECTION	3	EACH	\$ 30.00	2.0	0.0	2.0	\$ 60.00
58.	TEMPORARY ROCK CONSTRUCTION ENTRANCE	2	EACH	\$ 1,000.00	0.0	0.0	0.0	\$ -
59.	SODDING TYPE LAWN	316	SQ YD	\$ 6.00	905.0	0.0	905.0	\$ 5,430.00
60.	EXPLORATORY EXCAVATION	8	HOURS	\$ 250.00	4.5	0.0	4.5	\$ 1,125.00
61.	TELEWISE SANITARY SEWER LATERAL	4	EACH	\$ 165.00	4.0	0.0	4.0	\$ 660.00
62.	TELEWISE SANITARY SEWER LATERAL-ADDED TIME	1	HOURS	\$ 400.00	0.0	0.0	0.0	\$ -
*63	4" CONCRETE WALK	46	SQ FT	\$ 4.40	46.4	0.0	46.4	\$ 204.16
*64	GATE VALVE BOX - TOP SECTION	1	EACH	\$ 220.00	1.0	0.0	1.0	\$ 220.00
CO #1	HYDRANT STORZ NOZZLE	24	EACH	\$ 428.00	24.0	0.0	24.0	\$ 10,272.00
CO #2	DIRECTIONAL DRILL WATER SERVICE	1	LUMP SUM	\$ 5,000.00	1	0.0	1	\$ 5,000.00
CO #2	PLUG EXISTING SANITARY SEWER TO OLD SCHOOL	1	LUMP SUM	\$ 2,500.00	1	0.0	1	\$ 2,500.00
WO #1	SNAKE PIT BOXES FOR WATER SERVICES	139	EACH	\$ 98.00	139	0	139	\$ 13,622.00

Total Work Completed	\$ 6,268,353.67
Less 5% Retainage	\$ 313,417.68
Less Previous Estimates	\$ 5,709,376.14
<b>Net Payment this Estimate</b>	<b>\$ 245,559.84</b>

May 24, 2019

The Honorable Chris McKern  
Mayor, City of Kasson  
401 5th Street  
Kasson, MN 55944

Dear Mayor McKern:

I am pleased to inform you that your application for a 2019 Minnesota Small Cities Development Program Grant (SCDP) has been approved for funding in the amount of \$517,500, pending our expected award from the Department of Housing and Urban Development (HUD). Grant Agreements will be issued once DEED receives its award from HUD.

DEED staff will provide implementation training in early June which your city must attend. We will also be providing topic specific trainings in early September. It is very important that those responsible for the grant administration and reporting attend these training sessions.

Michelle Vang is the DEED representative assigned to your grant. For additional information, please contact Michelle at [michelle.vang@state.mn.us](mailto:michelle.vang@state.mn.us) or (651) 259-7504.

Congratulations on this grant award to help enhance your community development efforts.

Regards,



Steve Grove  
Commissioner

cc: State Senator David Senjem  
State Representative Duane Quam  
Buffy Beranek, Deputy Director, Southeast Minnesota Multi-County HRA

## KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

Tuesday, June 4<sup>th</sup>, 2019

12:00PM

MINUTES

Pursuant to due call and notice thereof, a regular meeting of the Kasson Economic Development Authority (EDA) was held at City Hall this 4<sup>th</sup> day of June 2019 at 12:00PM.

The following board members were present: Dan Egger, Michael Peterson, Chris McKern, Tom Monson, Janice Borgstrom-Durst, Liza Larsen, and Richard Wegner.

The following staff members were present: Nicholas Ouellette, EDA Coordinator

- I. Call Meeting to Order. EDA President Dan Egger called the meeting to order at 12:00PM
- II. Approve Minutes of the Previous Meeting. McKern motioned to approve the minutes of the previous meeting as submitted. Peterson seconded.

Ayes (7), Nays (0). Motion carried.

- III. Coordinator Report.
  - a. Business Retention and Meetings. Ouellette notified the board the Komet Apartments developer was still exploring the feasibility of the project. Ouellette discussed attending the Economic Development Professionals Group meeting and the CEDA Annual Meeting.
  - b. Small Cities Development Program. Ouellette notified the board Kasson had been awarded a Small Cities Development Program Grant of \$517,500 which will be administered by SEMMCHRA.
  - c. MNDOT Cooperative Landscaping Agreement. Ouellette notified the board that MNDOT will soon survey and stake the project site in preparation for Sargents landscaping work.
  - d. Dodge County Comprehensive Housing Needs Analysis. Ouellette noted the study had been finalized and is available on the Dodge County website.
  - e. Community Branding. Ouellette updated the board the preliminary community branding design had been reviewed by the Chamber board. Feedback is being incorporated into the second round of design work.
  - f. Dodge County Wind Transmission Line Proposed Routes. Ouellette talked about the new proposed transmission lines which intersect Kasson. Ouellette brought up the letter of concerns the City of Kasson has regarding the project, which was reviewed by City Council and submitted to the Department of Commerce for their records.
  - g. Business Façade Improvement Program. Ouellette noted there was a lack of applications for the program. Ouellette and the board discussed strategies to increase awareness and participation in the program.

- IV. Housing Study. Ouellette noted the packet included some brief information on the housing study concerning the Eastern Submarket, which includes the city of Kasson. Ouellette pointed out the number and types of new units recommended to East Submarket housing demand.
- V. Business Subsidy Policy. Ouellette noted the policy amendment was returning to the agenda for discussion. Ouellette highlighted differences between the existing policy and proposed amendments. Egger noted he and Tom had discussed the amendment with the previous EDA Coordinator. McKern mentioned the Revolving Loan Fund was no longer being used for new loans, which is why the language regarding the program had been removed in the amendment. Monson explained the merits of the proposed amendment.

Monson motioned to recommend City Council hold a public hearing to consider approval for the updated Business Subsidy Policy for the City of Kasson. McKern seconded.

Ayes (7), Nays (0). Motion carried.

- VI. Downtown Lots Committee. Peterson updated the board on the progress from the first Downtown Lots Committee meeting. Peterson noted the initial costs for a brick paver style project on the lots would cost approximately \$20,000. Peterson mentioned the prospect of including community organizations in the construction of a patio could allow for cost savings. Ouellette noted a basic surface on the lots would allow for a variety of activation projects. The board discussed the viability of selling the lots. The board also discussed converting the space into a park, which would involve the Parks Board and City Council. Borgstrom-Durst expressed support for the idea of a community bulletin board. Egger suggested next steps include the Park Board and City Council to gauge interest in the project. Ouellette recommended the Downtown Lots Committee determine possible steps to accomplish various levels of activation for the lots.
- VII. Kasson Konnections Agenda. Ouellette mentioned items for discussion would be downtown lots and raising awareness of the Business Façade Improvement Program.
- VIII. Other Business. Borgstrom-Durst returned the discussion to the Community Branding, asking for clarification on which organization was taking responsibility for the project. Ouellette noted the design was not logo design for either the city or chamber and the intent was designs would be used on community infrastructure. Ouellette mentioned a special Chamber After Hours event coming in the near future. Due to the next meeting falling on the week on the 4<sup>th</sup> of July, the board has decided to cancel the meeting due to predicted absences.
- IX. Items for July EDA Meeting. The board requested Ouellette provide a packet of EDA activity for the month of June in lieu of a July EDA Board meeting.

- X. Adjourn. Borgstrom-Durst motioned to adjourn the meeting. McKern seconded  
Ayes (7), Nays (0). Motion carried and meeting adjourned.

Next meeting will be held on ~~Tuesday, July 2<sup>nd</sup>~~ Tuesday, August 6<sup>th</sup>, 2019

Minutes Submitted by: \_\_\_\_\_  
Nicholas Ouellette, EDA Coordinator

\_\_\_\_\_  
Dan Egger, EDA President

DRAFT

Public Notice:

Public Hearing for an Amendment to the Business Subsidy Criteria Policy of the City of Kasson  
Economic Development Authority Policy and Procedures Manual

Description:

The City of Kasson Economic Development Authority (EDA) is amending its Business Subsidy Criteria Policy. The amendment to the policy removes language regarding a loan program no longer being utilized by the EDA. The update adapts the policy to better accommodate current and future business subsidy programs employed by the EDA.

Public Information Meeting:

A public hearing regarding the amendment will be held on June 26, 2019 beginning at 6:00 PM to allow for discussion of the amendment. The meeting will be held in the City Council Chamber Room at Kasson City Hall, 401 5<sup>th</sup> Street SE, Kasson, MN.

Contact Nicolas Ouellette at [Nicholas.ouellette@cedausa.com](mailto:Nicholas.ouellette@cedausa.com) with question or comments regarding the public hearing.

*June 12 agenda*

**AGREEMENT**

**THIS AGREEMENT** is made this \_\_\_\_\_ day of \_\_\_\_\_ 2019, ('Effective Date") by and between **City of Kasson Utilities, Minnesota**, ("Licensor") and **Minnesota Energy Resources, a Minnesota corporation** ("Licensee").

**WITNESSETH:**

**WHEREAS** the Licensee, desires to erect antennae's and equipment and use certain poles owned by the Licensor to which they will attach their antennae's and equipment; and

**WHEREAS** Licensor desires to maintain good relations with the Licensee and make available certain of its poles to the Licensee; and

**WHEREAS** both parties have determined it is in their best interests to allow the use of Licensor's poles as above described under the conditions described in this Agreement,

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

Licensor enables and hereby grants a license to the Licensee, subject to the terms and conditions hereinafter set forth, to use certain poles of the Licensor for the purpose of attaching its facilities at such locations and such a manner as may from time to time be requested by the Licensee and approved by the Licensor, which approval shall be evidenced by a print marked Exhibit "A", executed by the parties hereto and showing the date of such approval, the pole numbers and the location of such poles. Such prints shall be attached hereto, and made a part hereof and identified by number. The Licensee agrees that its facilities and its use of the pole of poles described in the Exhibit "A" shall be at its, the Licensee's, own risk and at its own cost and expense, and shall be in conformity with the National Electrical Safety Code (NESC) including any amendments thereto.

**ARTICLE I**

**Attachments to Poles**

Before attachments are made by Licensee, Licensor will inspect each pole and rearrange or replace its facilities as it deems is required in order to provide space for the Licensee at the expense (including the net cost of pole replacement) of the Licensee. The Licensee shall pay for all rearrangements and net replacement cost incurred by the Licensor prior to attachment by the Licensee. Licensee may also be liable for costs incurred by other licensees for rearranging their facilities. The costs referred to in this agreement shall be Licensor's fully loaded costs, as derived from their normal accounting and costing procedures. Throughout the Term of this Agreement, Licensor shall not intentionally disturb Licensee's authorized attachments, except as such disturbance may be necessary in an emergency or natural disaster situation.

**ARTICLE II**

### **Maintenance of Attachments**

(a) The Licensee or its agent agrees to make and maintain all attachments upon said poles in a proper, safe and workmanlike manner and in accordance with requirements of the National Electrical Safety Code (NESC).

(b) Whenever a pole to which Licensee has attached facilities is replaced, Licensee shall transfer its facilities at its expense, within 10 days after notice that the pole has been replaced. Whenever such a pole must be of a size larger than that normally required at that location due solely to the requirement of Licensee, Licensee shall pay the incremental cost of such additional pole size, as determined by Licensor, within 10 days of the pole replacement in order to continue to maintain an attachment at that location.

(c) Any strengthening of poles through the use of guying, required to accommodate the attachments of Licensee, shall be provided by and at the expense of Licensee and to the satisfaction of all other occupants of the poles.

### **ARTICLE III**

#### **Right-of-Way for Licensee's Attachments**

Nothing herein contained shall be construed as a guarantee or permission from owners of private property or other authorities, to the Licensee to use said facilities, and upon notice that objection is made by such owners or authorities to such use, the Licensor may immediately declare the Exhibit "A" cancelled, and thereupon the Licensee shall remove all attachments and cease to use any or all said facilities.

### **ARTICLE IV**

#### **Hazards to Personnel**

Licensee knows that Licensor is engaged in transmitting electric current and will warn its employees or its agent not to touch, move, manipulate or tamper with any attachments of Licensor. Licensee's employees or its agent may access poles to make and maintain attachments, but shall not access the poles where any defective condition is observable until Licensor has been notified and Licensor has made an inspection. Licensee's employees shall not climb Licensor's poles.

### **ARTICLE V**

#### **Liability and Damages**

(a) Licensee shall indemnify, protect, defend and save harmless the Licensor, its agents, employees and servants from and against any and all damages on account of damage to property, injury to or death to persons arising either directly or indirectly out of the erection, maintenance,

repair, presence, use or removal of said attachments of Licensee.

(b) At all times during which this Agreement is in effect, Licensee shall carry and keep in effect at its expense, the following types of insurance: Worker's compensation and comprehensive general liability.

(c) Limitation on Damages. Unless otherwise expressly provided in this agreement, Licensor shall not be liable to licensee for consequential, incidental, punitive, exemplary or indirect damages suffered by licensee or by any subscriber, customer or purchaser of licensee for lost profits or other business interruption damages, whether by virtue of any statute, in tort or in contract, under any provision of indemnity, or otherwise, regardless of the theory of liability upon which any such claim may be based.

## **ARTICLE VI**

### **Existing Rights of Other Parties**

Nothing in this Agreement shall be construed as affecting the rights or privileges previously conferred by Licensor on others not parties to this Agreement including rights to use any poles or pole space; and Licensor shall have the right to continue and extend such rights or privileges. The license herein granted shall at all times be subject to such contracts and arrangements.

## **ARTICLE VII**

### **Assignment of Rights**

The rights hereby granted the Licensee are personal to it and cannot be assigned, transferred, or sublet without the consent in writing of the Licensor which shall not be unreasonably withheld.

## **ARTICLE VIII**

### **Waiver of Terms and Conditions**

Failure to enforce any of the terms or conditions of this Agreement shall not constitute a waiver of any such terms or conditions.

## **ARTICLE IX**

### **Rights of Licensee**

(a) No use under this Agreement however extended, of Licensor's poles shall create or vest in Licensee any ownership or property rights in said poles but Licensee's rights therein shall be and remain a mere license. Nothing herein contained shall be construed to compel Licensor to maintain any of said poles for a period longer than that demanded by its own service.

(b) Should Licensee fail to comply with any provision of this Agreement or fail to remove its attachments on the termination of the Agreement, Licensor shall have the continuing right to immediately remove Licensee's attachments from Licensor's poles and charge Licensee the cost of such removal. Waiver of any default hereunder by the Licensor shall not act to waive or excuse any subsequent default by Licensee.

(c) If at any time in the judgment of the Licensor, Licensee's attachments result in an impairment or hazard to Licensor's operation, maintenance or construction activities, Licensor may terminate this Agreement upon 60 days' written notice.

### **ARTICLE X**

#### **Term of Agreement**

This Agreement, unless otherwise terminated as is herein provided, shall continue in force from the Effective Date until **December 31, 2020** and thereafter from year to year, unless terminated by either party hereto by giving notice of its intention to terminate to the other party at least six months prior to the end of any period.

### **ARTICLE XI**

#### **Applicable Law and Venue**

This Agreement shall be governed by and construed under the laws of the State of Minnesota without regard to its conflict of laws principles. Any court proceeding regarding enforcement of this Agreement shall be commenced and heard in **Dodge County District Court**, Minnesota, and the Parties consent and submit to the jurisdiction and venue of that Court.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their officers authorized so to do the day and year first above written.

WITNESS:

**City of Kasson Utilities**  
(LICENSOR)

\_\_\_\_\_

By: \_\_\_\_\_

Title:

WITNESS:

**Minnesota Energy Resources Corporation**  
(LICENSEE)

\_\_\_\_\_

By: \_\_\_\_\_

Title:

**EXHIBIT "A"**

Following is a list of poles with authorized attachments in addition to those included in the Master Agreement:

<b>City/Town/Village</b>	<b>Pole</b>
Kasson	

See picture and description below for attachment detail:

- **Equipment 1: Connected Grid Router (CGR) 23 pounds, 11.3 inches x 9.7 inches x 8.5 inches, 20 to 28 watts nominal, maximum power usage 75 watts, 304 KW hours per year**
- **Equipment 2: Antenna, 1 pound, 18 inches x 1 inch**

See attached map for all pole attachment locations.

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These attachments are subject to all terms and conditions of the Master Agreement

Rental Charge = \$ \_\_\_\_\_

Date of Approval: \_\_\_\_\_

**City of Kasson Utilities**

(LICENSOR)

By: \_\_\_\_\_

Title:

**Minnesota Energy Resources Corporation**

(LICENSEE)

By: \_\_\_\_\_

Title:

**CITY OF KASSON**  
**SMALL CELL WIRELESS POLICY**  
**Small Wireless Facility Aesthetic Requirements and Construction Criteria**

The installation or attachment of an antenna or other wireless communications equipment utilizing small cell technology (the “wireless equipment”) to poles in the City of Kasson shall be subject to the criteria set forth below. In some cases, the existing pole may require replacement with a new combination pole that can accommodate the equipment proposed to be attached and the street light luminaire, signal head/mast arm or other appurtenances (the “replacement pole”). If an existing pole is proposed to be utilized for attachment, detailed engineering calculations shall be submitted by a Licensed Professional Engineer showing that the pole can accommodate the additional loads.

**A. Pole Criteria:**

- I. Specific criteria:
  - a. Only one installation per pole on a first come, first served basis is permitted.
  - b. The wireless equipment is not permitted to protrude more than five (5) feet above the streetlight luminaire or mast arm itself.
  - c. The mounting height of the luminaire on the streetlight pole shall be no more than 35 feet.
  - d. The mast arm length of a replacement pole shall match the existing streetlight pole being replaced.
  - e. The color and surface treatment of the replacement pole shall match the surrounding area poles. Pole heights shall be the same as all surrounding poles of the same use.
  - f. No Company signs are permitted to be placed on a pole, including a replacement pole, except to the extent required by local, state or federal law or regulations.
  - g. All pole attached wireless equipment must be a minimum 10 feet from the sidewalk elevation.
  - h. All ground based wireless equipment, including, but not limited to, equipment cabinets or power pedestals, shall be placed at the back of the right-of-way whenever possible.
  - i. All pole-mounted equipment shall match the color of the replacement pole.
  - j. For each individual pole type or style used to support the wireless equipment, one spare replacement pole shall be provided by Licensee to the City at the end of the project so that the pole can be replaced promptly in case of a knockdown.
  - k. All plans shall be signed and sealed by a Professional Civil and Electrical Engineer.
  - l. The replacement pole and the wireless equipment attached to the pole shall not increase the diameter of the existing pole that is replaced by more than sixty (60) percent, not to exceed eight (8) inches total, or increase the height of the existing pole by more than ten (10) percent, not to exceed four (4) feet. The distance from the edge of pole to the street or sidewalk shall be approved by the City’s Engineer.
  - m. Antennas shall be limited to snug-mount, canister-mount, and concealed antennas and mounted no more than 6 inches off the pole.

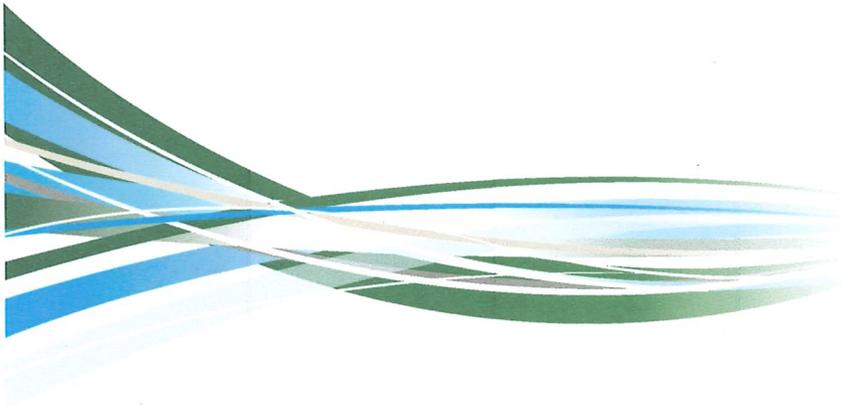
- n. All cables or wires for the attached wireless equipment shall be located inside the pole except where such cables or wires attach to the ports in the antenna.
- o. When wireless equipment is attached to a replacement pole, the primary purpose of the pole shall remain as a pole structure supporting a streetlight luminaire, signal mast arms/heads, or power facilities and related fixtures as originally established within the City right-of-way.

**B. Equipment cabinets:**

- 1. Equipment cabinet locations shall comply with the height and development standards of the underlying zoning district;
- 2. Equipment cabinets with air-conditioning shall be enclosed by walls and setback a minimum of fifteen (15) feet from lots where the existing or planned primary use is a single-family dwelling.
- 3. The associated equipment will be reviewed by City for each location, and will be screened wherever the same can be screened in a commercially reasonable manner.
- 4. No more than one equipment cabinet and/or power pedestal shall be located at and serve any one pole site.

**C. Above-Ground Utility Structures:**

- 1. All permit applications to place or install above ground structure greater than 24" must be accompanied by the following information:
  - a. Evidence that, where the above-ground structure is over 36" in height, given its proposed location, the structure will comply with applicable City of Kasson Zoning Ordinance.
  - b. City will provide documentation that identifies a potential site for replacement within neighborhood. (The site will be selected on the basis of aesthetics and technical/engineering restrictions.)
  - c. Evidence that the structure shall be placed on the same side of the right-of-way as refuse containers or utility poles. (The Licensee shall not block trash truck access and alley access.)
  - d. Verification of sight-triangle compliance.
  - e. Three (3) photographs of the proposed structure, one (1) at 90 degrees, the other two at 45 degrees on either side of the proposed location. (Identify the location of the proposed structure, mark the location with white tape, use an orange traffic cone, etc.)
  - f. Evidence or documentation of the dimension of the structure.
  - g. Evidence or documentation that the structure shall not exceed 36" in height in front of the front yard of a residential home.
  - h. Information as to the specifications of the structure, if available.



**Automated Metering Infrastructure (AMI) Program**  
**2019**  
**City of Kasson**

# Agenda

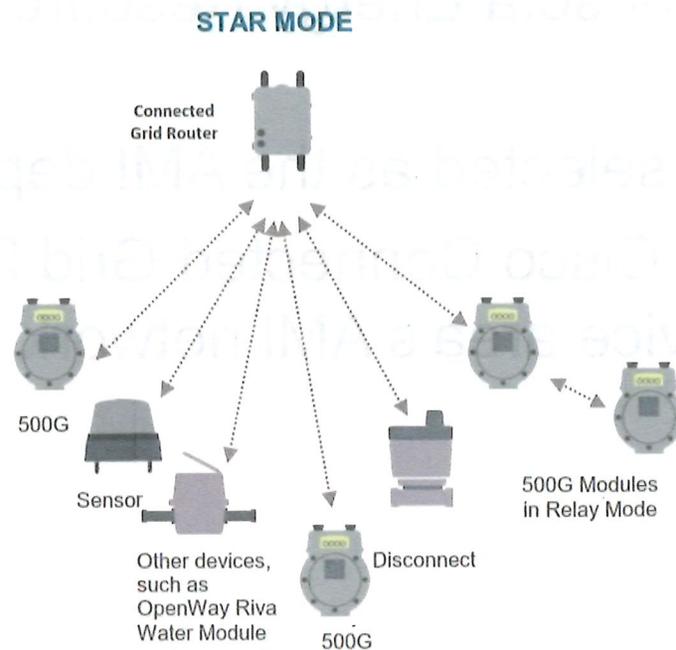
- AMI project overview
- Itron network overview
- Network equipment review
- RF awareness
- Disconnecting network devices
- Device installation standards
- Deployment area and identified poles
- Next steps

# AMI project overview

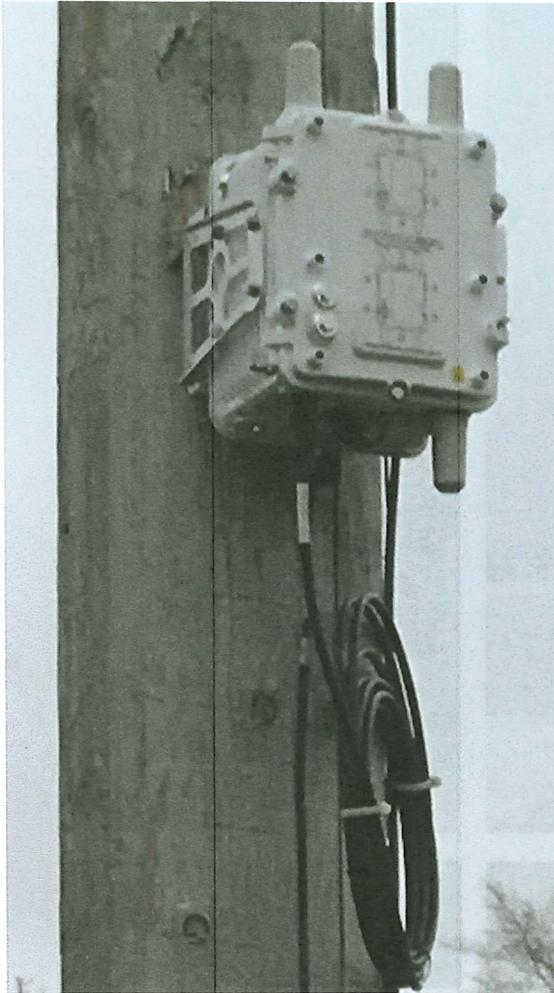
- Minnesota Energy Resources is installing Itron 500G ERT modules on natural gas meters across service area
- ERTs will record interval meter reading data and transmit to Minnesota Energy Resources via the AMI network
- Itron has been selected as the AMI deployment vendor
- Itron will install Cisco Connected Grid Routers (CGR) to enable the service area's AMI network

# AMI network overview

- Itron AMI network is point-to-multipoint star mode network
- One CGR communicates with multiple ERTs
- ERTs communicate reads directly to CGR
- In hard to reach areas, an ERT can hop to a neighboring ERT to repeat the signal and transmit information to the CGR



## Itron Connected Grid Router (CGR) overview



- Dimensions: 11.3 inches x 9.7 inches x 8.5 inches (without antennas)
- Weight: 23 pounds
- Power usage: 20 to 28 watts nominal
- Maximum power usage: 75 watts
- CGR uses 304 KWH per year

# Network equipment: CGRs and antennas



CGR mounted on wood pole



CGR and antenna  
on rooftop



CGR and antenna  
on telecom tower

# Radio Frequency (RF) awareness for AMI network

- Network uses IPv6 standards and 900 MHz communication band, which does not require a separate license from Federal Communications Commission (FCC)
- Network equipment will sit idle most of time and only transmit small bits of data in very short bursts
- Network equipment has similar power as personal communications systems like a WiFi router, but with much less transmission time

# Disconnecting network devices

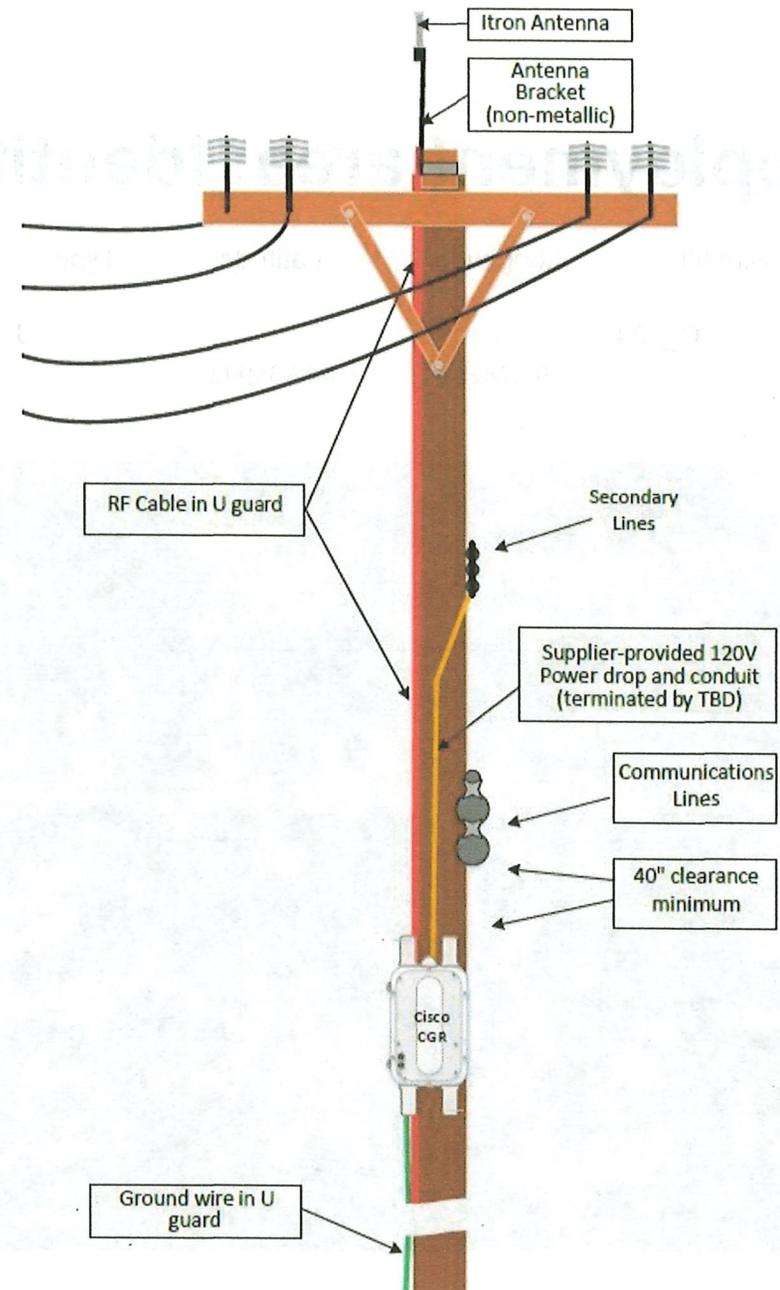


- Power to CGR can be disconnected at bottom of equipment (see photo)
- Call number on CGR sticker if:
  - CGR is going to be shut off for any length of time for maintenance work
  - There is an emergency, and pole is brought down

Where power cable can be disconnected

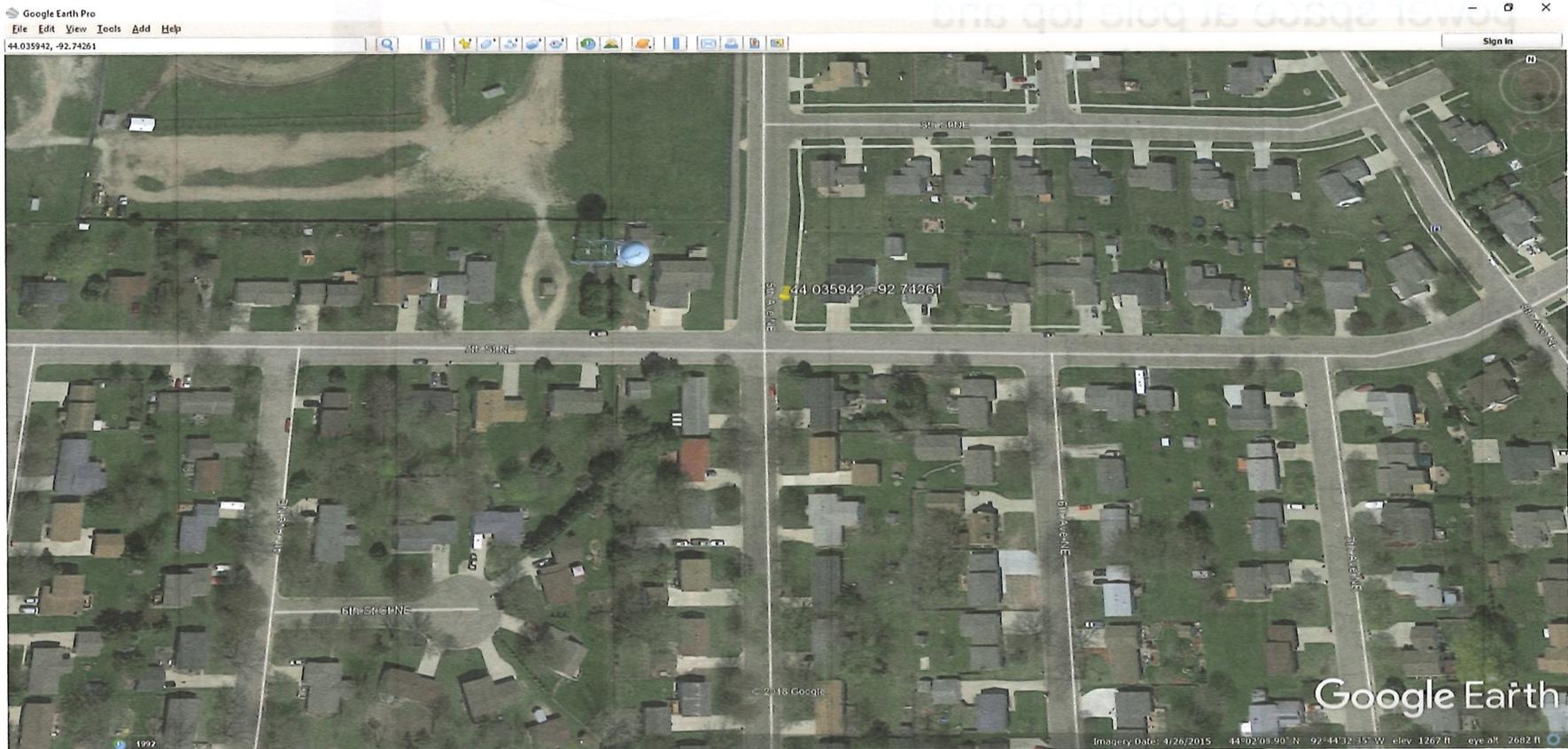
# CGR installation standards

- Antenna will be installed through power space at pole top and requires 35- to 40-foot height
- CGR height should be 10 to 12 feet above ground
- CGR can be installed below communication space on pole with minimum of 40-inch clearance
- CGR requires 120V power drop and conduit
- CGR and antenna need to be grounded at pole



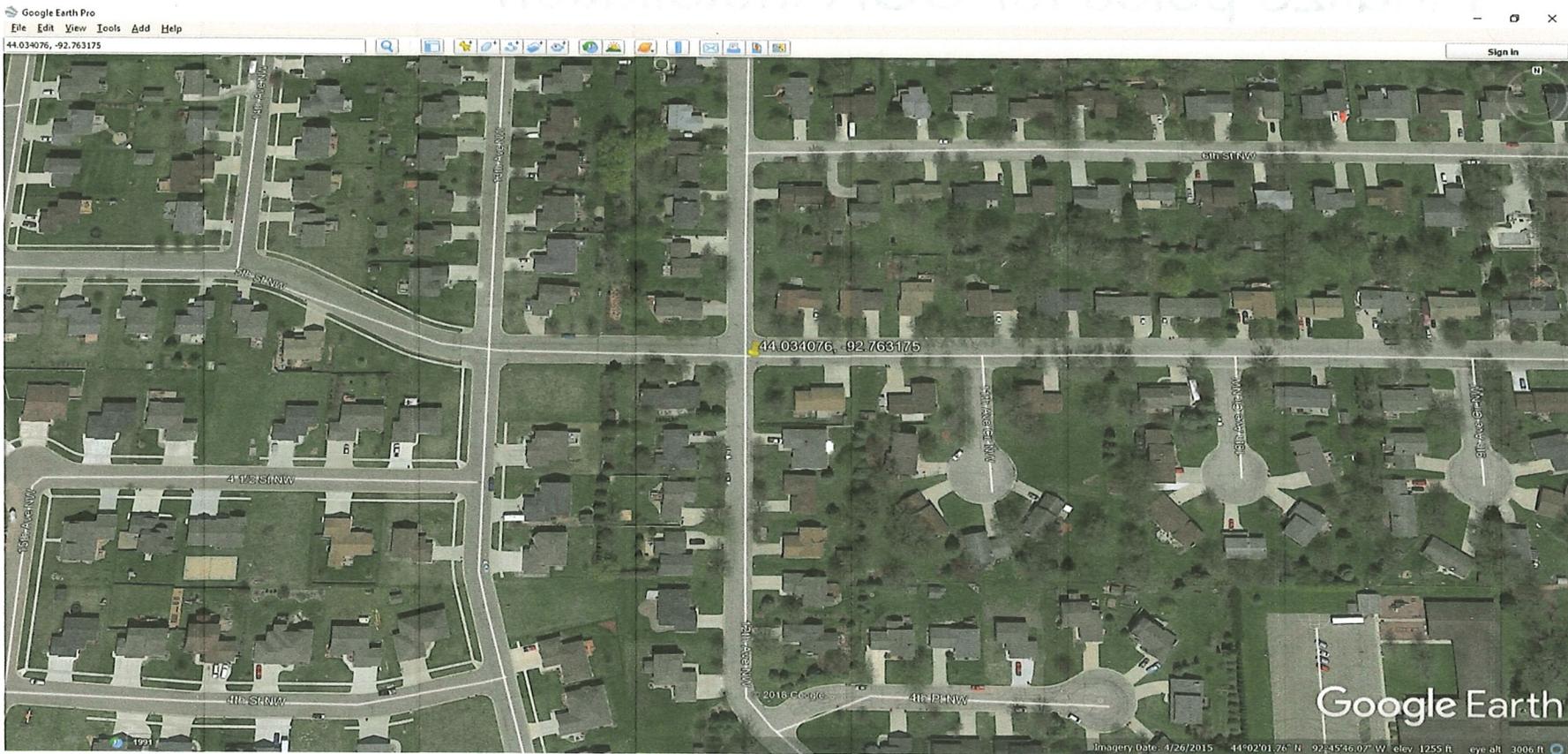
# Deployment area: Identified poles

Site ID	Longitude	Latitude	Type	Site Name	Site Name 2	Height (ft)	City
C_334	-92.74261	44.035942	J	Utility Pole	JUA	30	Kasson



# Deployment area: Identified poles

Site ID	Longitude	Latitude	Type	Site Name	Site Name 2	Height (ft)	City
C_335	-92.763175	44.034076	New	Utility Pole	JUA	45	Kasson



## Next steps

- Finalize poles for CGR installation
- Review joint-use agreement (JUA) details
- Finalize JUA and install CGRs on poles

# Questions?





# MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Brandon W. Theobald, P.E.

DATE: June 6, 2019

RE: East Main Street Storm Sewer Improvements

## Bid Results/Tabulation

The project was publicly bid on June 6, 2019. The low bid was from **BCM Construction, Inc.** of Faribault, MN in the amount of **\$ 987,076.51**.

The bid was higher than the opinion of probable construction cost estimate of \$ 800,000.00. We have seen many project bids come in higher than the anticipated costs this construction season. Specifically, we have seen a very large increase in concrete storm sewer pipe costs, which is a large portion of this project scope.

Attached is the Bid Tabulation and a summary is below:

<b>BCM Construction, Inc.</b>	<b>\$ 987,076.51</b>
Alcon Excavating, Inc.	\$ 1,006,359.00
Elcor Construction, Inc.	\$ 1,118,695.90
A-1 Excavating, Inc.	\$ 1,137,020.20
Swenke Ims Contracting, LLC	\$ 1,157,968.05
Geislinger and Sons, Inc.	\$ 1,436,897.50

## Project Discussion

Staff has reviewed the bids and recommends moving forward with awarding the construction contract at the higher than anticipated construction costs.

The project had several competitive bidders and no concerns were raised by the contractors regarding the completion schedule. Rebidding the same project scope at a later date will likely result in higher bids. The project is a high priority due to the frequent flooding in the area and undersized watermain and sanitary sewer. This project will also connect into the infrastructure improvements planned with the Trunk Highway 57 project. City finance staff will be providing discussion on funding the project.

## Council Action Requested

We are requesting the Council consider the attached Resolution Awarding and Approving East Main Street Storm Sewer Improvements Bids.

## Council Options

1. Award and Approve Bids – **Recommended.**
2. Reject all bids and not proceed with the project.
3. Reject all bids and rebid the project with a modified schedule or scope of work.

East Main Street Storm Sewer Kasson, MN			BCM Construction, Inc. 15760 Acorn Trail Faribault, MN 55021			Alcon Excavating, Inc. 2258 Marion Road SE Rochester, MN 55904		Elcor Construction, Inc. 123 Carlton Street SW Rochester, MN 55902		A-1 Excavating, Inc. 8237 Hwy 64 Bloomer, WI 54724		Swenke Ims Contracting, LLC 103-1/2 W. Main Street Kasson, MN 55499		Geislinger and Sons, Inc. 511 Central Ave. S/PO Box 437 Watkins, MN 55389	
Line No.	ITEM	QUANTITY	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	
1	Mobilization	1	L.S.	\$20,000.00	\$20,000.00	\$29,731.60	\$29,731.60	\$105,000.00	\$105,000.00	\$78,500.00	\$78,500.00	\$29,000.00	\$29,000.00	\$56,000.00	\$56,000.00
2	Traffic Control	1	L.S.	\$3,200.00	\$3,200.00	\$3,365.00	\$3,365.00	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00	\$3,150.00	\$3,150.00	\$3,500.00	\$3,500.00
3	Clearing & Grubbing	1	L.S.	\$7,000.00	\$7,000.00	\$8,500.00	\$8,500.00	\$22,000.00	\$22,000.00	\$11,000.00	\$11,000.00	\$12,000.00	\$12,000.00	\$15,000.00	\$15,000.00
4	Railroad Protective Services	1	L.S.	\$9,000.00	\$9,000.00	\$3,800.00	\$3,800.00	\$16,000.00	\$16,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$55,000.00	\$55,000.00
5	Remove Bituminous Pavement	2,218	S.Y.	\$4.00	\$8,872.00	\$2.65	\$5,877.70	\$3.00	\$6,654.00	\$3.00	\$6,654.00	\$4.50	\$9,981.00	\$6.00	\$13,308.00
6	Remove Concrete Curb & Gutter	263	L.F.	\$5.00	\$1,315.00	\$7.10	\$1,867.30	\$4.00	\$1,052.00	\$3.00	\$789.00	\$6.00	\$1,578.00	\$7.00	\$1,841.00
7	Remove Concrete Pavement and Sidewalk	82	S.Y.	\$15.00	\$1,230.00	\$8.50	\$697.00	\$8.00	\$656.00	\$10.00	\$820.00	\$8.00	\$656.00	\$15.00	\$1,230.00
8	Remove Storm Sewer	52	L.F.	\$20.00	\$1,040.00	\$10.60	\$551.20	\$5.00	\$260.00	\$30.00	\$1,560.00	\$20.00	\$1,040.00	\$20.00	\$1,040.00
9	Remove Sanitary Sewer	653	L.F.	\$5.00	\$3,265.00	\$8.50	\$5,550.50	\$5.00	\$3,265.00	\$5.00	\$3,265.00	\$10.00	\$6,530.00	\$3.00	\$1,959.00
10	Remove Watermain	40	L.F.	\$12.00	\$480.00	\$12.00	\$480.00	\$5.00	\$200.00	\$20.00	\$800.00	\$10.00	\$400.00	\$20.00	\$800.00
11	Remove Storm Sewer Structure	3	Each	\$375.00	\$1,125.00	\$550.00	\$1,650.00	\$350.00	\$1,050.00	\$600.00	\$1,800.00	\$300.00	\$900.00	\$500.00	\$1,500.00
12	Remove Sanitary Sewer Structure	5	Each	\$410.00	\$2,050.00	\$500.00	\$2,500.00	\$350.00	\$1,750.00	\$500.00	\$2,500.00	\$500.00	\$2,500.00	\$500.00	\$2,500.00
13	Adjust Gate Valve Box	1	Each	\$185.00	\$185.00	\$430.00	\$430.00	\$200.00	\$200.00	\$200.00	\$200.00	\$500.00	\$500.00	\$250.00	\$250.00
14	Adjust Frame and Ring Casting	2	Each	\$425.00	\$850.00	\$850.00	\$1,700.00	\$450.00	\$900.00	\$290.00	\$580.00	\$500.00	\$1,000.00	\$450.00	\$900.00
15	Remove and Replace Chain Link Fence	400	L.F.	\$15.00	\$6,000.00	\$15.00	\$6,000.00	\$18.00	\$7,200.00	\$30.00	\$12,000.00	\$23.00	\$9,200.00	\$20.00	\$8,000.00
16	Common Excavation (P)	1,000	C.Y.	\$12.00	\$12,000.00	\$14.65	\$14,650.00	\$19.00	\$19,000.00	\$13.00	\$13,000.00	\$23.00	\$23,000.00	\$18.00	\$18,000.00
17	Solid Rock Excavation	20	C.Y.	\$95.00	\$1,900.00	\$79.35	\$1,587.00	\$100.00	\$2,000.00	\$180.00	\$3,600.00	\$90.00	\$1,800.00	\$75.00	\$1,500.00
18	Subgrade Preparation 12"	5	Road Sta.	\$460.00	\$2,415.00	\$660.00	\$3,465.00	\$380.00	\$1,995.00	\$500.00	\$2,625.00	\$350.00	\$1,855.00	\$500.00	\$2,625.00
19	Geotextile Fabric Type V (P)	2,197	S.Y.	\$1.50	\$3,295.50	\$1.65	\$3,625.05	\$1.00	\$2,197.00	\$2.00	\$4,394.00	\$2.00	\$4,394.00	\$2.50	\$5,492.50
20	Aggregate Base Placed (CV), Class 5 (P)	733	C.Y.	\$32.00	\$23,456.00	\$28.55	\$20,927.15	\$29.00	\$21,257.00	\$34.00	\$24,922.00	\$32.35	\$23,712.55	\$36.00	\$26,388.00
21	Aggregate Sub-base - Breaker Run (CV)	145	C.Y.	\$25.00	\$3,625.00	\$34.30	\$4,973.50	\$26.00	\$3,770.00	\$31.00	\$4,495.00	\$20.00	\$2,900.00	\$58.00	\$8,410.00
22	3-Inch Bituminous Driveway Pavement	21	S.Y.	\$17.00	\$357.00	\$16.85	\$353.85	\$40.00	\$840.00	\$35.20	\$739.20	\$25.00	\$525.00	\$21.00	\$441.00
23	Type SP 12.5 Wearing Course Mix SPWEB240B	281	Ton	\$81.00	\$22,761.00	\$86.40	\$24,278.40	\$83.00	\$23,323.00	\$81.00	\$22,761.00	\$80.00	\$22,480.00	\$83.00	\$23,323.00
24	Type SP 12.5 Non-Wearing Course Mix SPNWB230B	281	Ton	\$81.00	\$22,761.00	\$86.40	\$24,278.40	\$83.00	\$23,323.00	\$88.00	\$24,728.00	\$80.00	\$22,480.00	\$83.00	\$23,323.00
25	6" Concrete Walk	153	S.F.	\$20.00	\$3,060.00	\$15.70	\$2,402.10	\$7.30	\$1,116.90	\$16.00	\$2,448.00	\$19.25	\$2,945.25	\$17.00	\$2,601.00
26	Truncated Domes	10	S.F.	\$60.00	\$600.00	\$61.70	\$617.00	\$50.00	\$500.00	\$65.00	\$650.00	\$40.00	\$400.00	\$58.00	\$580.00
27	Concrete Curb & Gutter	270	L.F.	\$45.00	\$12,150.00	\$60.65	\$16,375.50	\$40.00	\$10,800.00	\$41.00	\$11,070.00	\$47.00	\$12,690.00	\$57.00	\$15,390.00
28	Exploratory Excavation	8	Hours	\$250.00	\$2,000.00	\$180.00	\$1,440.00	\$320.00	\$2,560.00	\$200.00	\$1,600.00	\$500.00	\$4,000.00	\$1,000.00	\$8,000.00
29	Construct Structure, Type 3, (48")	4	Each	\$3,950.00	\$15,800.00	\$4,990.00	\$19,960.00	\$5,900.00	\$23,600.00	\$5,100.00	\$20,400.00	\$5,690.00	\$22,760.00	\$5,000.00	\$20,000.00
30	F&I 10" PVC Pipe Sewer	50	L.F.	\$85.00	\$4,250.00	\$70.00	\$3,500.00	\$72.00	\$3,600.00	\$79.00	\$3,950.00	\$74.00	\$3,700.00	\$100.00	\$5,000.00
31	F&I 12" PVC Pipe Sewer	8	L.F.	\$90.00	\$720.00	\$150.00	\$1,200.00	\$74.00	\$592.00	\$96.00	\$768.00	\$86.00	\$688.00	\$100.00	\$800.00
32	F&I 15" PVC Pipe Sewer	605	L.F.	\$75.00	\$45,375.00	\$62.00	\$37,450.00	\$81.00	\$49,005.00	\$83.00	\$50,215.00	\$83.25	\$50,366.25	\$125.00	\$75,625.00
33	Sanitary Sewer Bypass	1	L.S.	\$8,500.00	\$8,500.00	\$3,100.00	\$3,100.00	\$27,800.00	\$27,800.00	\$8,000.00	\$8,000.00	\$52,000.00	\$52,000.00	\$5,000.00	\$5,000.00
34	Concrete Pipe Saddle Support	2	Each	\$750.00	\$1,500.00	\$2,000.00	\$4,000.00	\$1,000.00	\$2,000.00	\$800.00	\$1,600.00	\$3,000.00	\$6,000.00	\$4,500.00	\$9,000.00
35	Aggregate for Pipe Foundation (C.V.)	55	C.Y.	\$23.00	\$1,265.00	\$37.40	\$2,057.00	\$30.00	\$1,650.00	\$45.00	\$2,475.00	\$25.00	\$1,375.00	\$42.00	\$2,310.00
36	Reconnect Sanitary Sewer Service Connection	2	Each	\$1,450.00	\$2,900.00	\$1,270.00	\$2,540.00	\$800.00	\$1,600.00	\$950.00	\$1,900.00	\$2,580.00	\$5,160.00	\$3,000.00	\$6,000.00

East Main Street Storm Sewer Kasson, MN			BCM Construction, Inc. 15760 Acorn Trail Faribault, MN 55021		Alcon Excavating, Inc. 2258 Marion Road SE Rochester, MN 55904		Elcor Construction, Inc. 123 Carlton Street SW Rochester, MN 55902		A-1 Excavating, Inc. 8237 Hwy 64 Bloomer, WI 54724		Swenke Ims Contracting, LLC 103-1/2 W. Main Street Kasson, MN 55499		Geislinger and Sons, Inc. 511 Central Ave. S/PO Box 437 Watkins, MN 55389		
Line No.	ITEM	QUANTITY	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	
37	Connect to Existing Sanitary Sewer	5	Each	\$1,580.00	\$7,900.00	\$920.00	\$4,600.00	\$1,240.00	\$6,200.00	\$1,800.00	\$9,000.00	\$1,850.00	\$9,250.00	\$1,500.00	\$7,500.00
38	F&I 6" Water Main	25	L.F.	\$56.00	\$1,400.00	\$95.00	\$2,375.00	\$69.00	\$1,725.00	\$63.00	\$1,575.00	\$81.00	\$2,025.00	\$50.00	\$1,250.00
39	F&I 8" Water Main	74	L.F.	\$43.00	\$3,182.00	\$57.75	\$4,273.50	\$73.00	\$5,402.00	\$66.00	\$4,884.00	\$84.00	\$6,216.00	\$60.00	\$4,440.00
40	F&I 10" Water Main	505	L.F.	\$48.00	\$24,240.00	\$57.75	\$29,163.75	\$77.00	\$38,885.00	\$60.00	\$30,300.00	\$58.00	\$29,290.00	\$60.00	\$30,300.00
41	F&I 6" Hydrant	1	Each	\$4,300.00	\$4,300.00	\$4,680.00	\$4,680.00	\$4,106.00	\$4,106.00	\$3,980.00	\$3,980.00	\$4,400.00	\$4,400.00	\$5,000.00	\$5,000.00
42	F&I 6" Gate Valve & Box	2	Each	\$1,550.00	\$3,100.00	\$1,600.00	\$3,200.00	\$1,457.00	\$2,914.00	\$1,450.00	\$2,900.00	\$1,715.00	\$3,430.00	\$1,500.00	\$3,000.00
43	F&I 8" Gate Valve & Box	2	Each	\$2,000.00	\$4,000.00	\$2,220.00	\$4,440.00	\$1,998.00	\$3,996.00	\$1,900.00	\$3,800.00	\$2,175.00	\$4,350.00	\$2,000.00	\$4,000.00
44	F&I 10" Gate Valve & Box	3	Each	\$2,755.00	\$8,265.00	\$3,100.00	\$9,300.00	\$2,923.00	\$8,769.00	\$2,660.00	\$7,980.00	\$2,910.00	\$8,730.00	\$2,500.00	\$7,500.00
45	Reconnect Water Service Connection	1	Each	\$1,525.00	\$1,525.00	\$1,350.00	\$1,350.00	\$875.00	\$875.00	\$1,300.00	\$1,300.00	\$2,965.00	\$2,965.00	\$2,600.00	\$2,600.00
46	F&I 8" Tapping Sleeve and Valve	1	Each	\$4,450.00	\$4,450.00	\$3,950.00	\$3,950.00	\$4,750.00	\$4,750.00	\$3,000.00	\$3,000.00	\$4,675.00	\$4,675.00	\$6,000.00	\$6,000.00
47	F&I Watermain Fittings	1,440	Lbs.	\$8.00	\$11,520.00	\$0.01	\$14.40	\$9.00	\$12,960.00	\$8.00	\$11,520.00	\$6.50	\$9,360.00	\$10.50	\$15,120.00
48	F&I 4" Polystyrene Insulation	7	S.Y.	\$50.00	\$350.00	\$79.50	\$556.50	\$36.00	\$252.00	\$40.00	\$280.00	\$35.00	\$245.00	\$50.00	\$350.00
49	Connect to Existing Watermain	6	Each	\$1,550.00	\$9,300.00	\$1,400.00	\$8,400.00	\$1,200.00	\$7,200.00	\$1,600.00	\$9,600.00	\$875.00	\$5,250.00	\$2,500.00	\$15,000.00
50	F&I 12" RC Storm Sewer	42	L.F.	\$60.00	\$2,520.00	\$48.20	\$2,024.40	\$61.00	\$2,562.00	\$77.00	\$3,234.00	\$71.50	\$3,003.00	\$100.00	\$4,200.00
51	F&I 24" RC Storm Sewer	107	L.F.	\$75.00	\$8,025.00	\$66.00	\$7,062.00	\$77.00	\$8,239.00	\$86.00	\$9,202.00	\$87.50	\$9,362.50	\$120.00	\$12,840.00
52	F&I 27" RC Storm Sewer	20	L.F.	\$91.00	\$1,820.00	\$90.00	\$1,800.00	\$90.00	\$1,800.00	\$109.00	\$2,180.00	\$103.00	\$2,060.00	\$150.00	\$3,000.00
53	F&I 48" RC Storm Sewer	2,426	L.F.	\$208.00	\$504,608.00	\$200.50	\$486,413.00	\$184.00	\$446,384.00	\$214.00	\$519,164.00	\$217.00	\$526,442.00	\$295.50	\$716,883.00
54	F&I 48" RC Apron	1	Each	\$2,400.00	\$2,400.00	\$4,775.00	\$4,775.00	\$2,800.00	\$2,800.00	\$3,300.00	\$3,300.00	\$5,015.00	\$5,015.00	\$4,000.00	\$4,000.00
55	Construct Structure, Type 1	9	Each	\$2,200.00	\$19,800.00	\$2,420.00	\$21,780.00	\$2,690.00	\$24,210.00	\$2,075.00	\$18,675.00	\$2,607.00	\$23,463.00	\$3,000.00	\$27,000.00
56	Construct Structure, Type 4 (96")	2	Each	\$9,100.00	\$18,200.00	\$11,960.00	\$23,920.00	\$11,615.00	\$23,230.00	\$15,900.00	\$31,800.00	\$10,965.00	\$21,930.00	\$10,000.00	\$20,000.00
57	Construct Structure, Type 4 (84")	7	Each	\$8,100.00	\$56,700.00	\$10,490.00	\$73,430.00	\$9,590.00	\$67,130.00	\$12,600.00	\$88,200.00	\$9,735.00	\$68,145.00	\$9,000.00	\$63,000.00
58	Random Rip Rap, Class 3	60	C.Y.	\$95.00	\$5,700.00	\$8.00	<del>\$4,800.00</del> \$480.00	\$60.00	\$3,600.00	\$60.00	\$3,600.00	\$70.00	\$4,200.00	\$90.00	\$5,400.00
59	Connect to Existing Storm Sewer	3	Each	\$750.00	\$2,250.00	\$1,950.00	\$5,850.00	\$1,300.00	\$3,900.00	\$1,400.00	\$4,200.00	\$1,000.00	\$3,000.00	\$3,000.00	\$9,000.00
60	Certified Erosion Control Supervisor	1	L.S.	\$1,000.00	\$1,000.00	\$3,930.00	\$3,930.00	\$1,500.00	\$1,500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$1,500.00	\$1,500.00
61	Turf Restoration	1	L.S.	\$7,500.00	\$7,500.00	\$12,120.00	\$12,120.00	\$7,500.00	\$7,500.00	\$6,000.00	\$6,000.00	\$20,000.00	\$20,000.00	\$25,000.00	\$25,000.00
62	Storm Drain Inlet Protection	25	Each	\$300.00	\$7,500.00	\$165.00	\$4,125.00	\$250.00	\$6,250.00	\$150.00	\$3,750.00	\$175.00	\$4,375.00	\$150.00	\$3,750.00
63	Stabilized Vehicle Exit	3	Each	\$1,260.00	\$3,780.00	\$1,055.00	\$3,165.00	\$1.00	\$3.00	\$250.00	\$750.00	\$1,000.00	\$3,000.00	\$1,800.00	\$5,400.00
64	Erosion Control Blanket, Category 3	690	S.Y.	\$3.50	\$2,415.00	\$2.80	\$1,932.00	\$3.00	\$2,070.00	\$3.00	\$2,070.00	\$3.00	\$2,070.00	\$4.00	\$2,760.00
65	Ditch Check, Type 2	6	Each	\$200.00	\$1,200.00	\$280.00	\$1,680.00	\$400.00	\$2,400.00	\$100.00	\$600.00	\$200.00	\$1,200.00	\$350.00	\$2,100.00
66	Silt Fence	456	L.F.	\$4.00	\$1,824.00	\$4.45	\$2,029.20	\$3.00	\$1,368.00	\$3.00	\$1,368.00	\$3.00	\$1,368.00	\$3.00	\$1,368.00
67	Railroad Flagging	1	L.S.	\$0.01	\$0.01	\$8,000.00	\$8,000.00	\$24,000.00	\$24,000.00	\$1,500.00	\$1,500.00	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00
TOTAL BID PRICE					\$987,076.51		<del>\$1,010,679.00</del> \$1,006,359.00		\$1,118,695.90		\$1,137,020.20		<del>\$1,157,985.55</del> \$1,157,968.05		\$1,436,897.50

CITY OF KASSON  
RESOLUTION #x-x

A RESOLUTION AWARDING AND APPROVING  
EAST MAIN STREET STORM SEWER IMPROVEMENTS BID

WHEREAS, the City Council of the City of Kasson solicited, received and opened bids for East Main Street Storm Sewer Improvements on June 6, 2019; and,

WHEREAS, bids received by the City of Kasson must be acted upon within 30 days of opening; and,

WHEREAS, the bids received for the project are favorable.

<i>Engineering Estimate</i>	\$ 800,000.00
BCM Construction, Inc.	\$ 987,076.51
Alcon Excavating, Inc.	\$ 1,006,359.00
Elcor Construction, Inc.	\$ 1,118,695.90
A-1 Excavating, Inc.	\$ 1,137,020.20
Swenke Ims Contracting, LLC	\$ 1,157,968.05
Geislinger and Sons, Inc.	\$ 1,436,897.50

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kasson that the low bid submitted by BCM Construction, Inc. in the amount of \$ 987,076.51 for East Main Street Storm Sewer Improvements is hereby approved.

Adopted by the Kasson City Council this 12<sup>th</sup> day of June, 2019.

\_\_\_\_\_  
Mayor Chris McKern

ATTEST:

\_\_\_\_\_  
Linda Rappe, City Clerk

The motion for the adoption of the foregoing resolution was made by Council Member \_\_\_\_\_ and duly seconded by Council Member \_\_\_\_\_. Upon a vote being taken, the following members voted in favor thereof: \_\_\_\_\_. Those against same: \_\_\_\_\_.

City of Kasson

**Certification of Acceptance**

Description/Location BLAINE'S 11TH SUBDIVISION PHASE III

Part 1: (To be submitted by Project Engineer/Developer upon completion of Project)

The undersigned has supervised and inspected the construction work in the Development Agreement dated 4/12/17 (date of award or Council Action) between the City of Kasson and TIERRA AKA PARTNERSHIP. I hereby certify to the best of my knowledge that the construction has been completed in conformance with the Plans and Specifications and request 4/15/19 as the "Date of Acceptance" and commencement of the one year period of maintenance and repair by the contractor.

[Signature] 5-16-19  
Project Engineer/Developer Date

WIKS & CO.  
Firm Name

Part 2 (For Action by the Department of Public Works)

I hereby recommend that the above report and "Date of Acceptance" begins the one year maintenance period be approved.

[Signature] 5/16/19  
Public Works Superintendent Date  
[Signature] 5/16/19  
City Engineer Date

\_\_\_\_\_  
Mayor Date

Part 3 (For action by Public Works after one year maintenance period)

The above referenced project has been reviewed by \_\_\_\_\_  
Of the Department of Public Works on \_\_\_\_\_ (date).

The requirements of the one year maintenance period have been fulfilled and work on the project has been found to be in substantial conformance with the Plans and Specifications.

This project is recommended is for final acceptance by the City of Kasson.

\_\_\_\_\_  
City Administrator/Public Works Date

City of Kasson

**Certification of Acceptance**

Description/Location Houston's 1<sup>st</sup> SUBDIVISION

Part 1: (To be submitted by Project Engineer/Developer upon completion of Project)

The undersigned has supervised and inspected the construction work in the Development Agreement dated 8/23/17 (date of award or Council Action) between the City of Kasson and PARADISE BROTHERS, L.L.C  
I hereby certify to the best of my knowledge that the construction has been completed in conformance with the Plans and Specifications and request 11/1/2018 as the "Date of Acceptance" and commencement of the one year period of maintenance and repair by the contractor.

[Signature] 5-16-19  
Project Engineer/Developer Date

WAKS & CO.  
Firm Name

Part 2 (For Action by the Department of Public Works)

I hereby recommend that the above report and "Date of Acceptance" begins the one year maintenance period be approved.

\_\_\_\_\_  
Public Works Superintendent Date  
[Signature] 5/16/19  
City Engineer Date

\_\_\_\_\_  
Mayor Date

Part 3 (For action by Public Works after one year maintenance period)

The above referenced project has been reviewed by \_\_\_\_\_  
Of the Department of Public Works on \_\_\_\_\_ (date).

The requirements of the one year maintenance period have been fulfilled and work on the project has been found to be in substantial conformance with the Plans and Specifications.

This project is recommended is for final acceptance by the City of Kasson.

\_\_\_\_\_  
City Administrator/Public Works Date

**SETTLEMENT/RELEASE AGREEMENT**

THIS AGREEMENT, by and between **City of Kasson** hereinafter referred to as the "City" and **Paradise Brothers, LLC.**, hereinafter referred to as "Developer", is made as follows:

WHEREAS, the Developer entered into an Agreement with the City to construct **Houston's First Subdivision**; and,

WHEREAS, Agreement requires that the Developer and its contractor construct certain public improvements, using specified materials; and,

WHEREAS, 12" PVC C900, DR 18 watermain was specified, submitted for acceptance and approved for use on the project, and

WHEREAS, 12" PVC C900, DR 25 pipe was inadvertently delivered to the Project by the supplier, and inadvertently installed by the Developer's contractor, and

WHEREAS, City's Engineer has determined that the DR 25 watermain pipe will not likely negatively impact the serviceability and useful life of the 12" watermain, and

WHEREAS, City and City's Engineer determined that in lieu of the Developer, and its contractor, removing and installing the specified DR 18 watermain, the developer shall provide the City a settlement for the inadvertent installation of DR 25 watermain, and

WHEREAS, City's Engineer negotiated a \$10,000 settlement with the Developer and its contractor for the inadvertent installation of the 12" PVC C900 DR 25 watermain pipe.

NOW THEREFORE, IT IS HEREBY MUTUALLY AGREED that:

1. Developer shall guarantee the 12" DR 25 watermain against defects in workmanship and material for one (1) year after the time of the City's certification of acceptance.
2. Developer shall sign this Settlement/Release Agreement, and submit to the City, accompanied with a check, payable to the City, in the amount of \$10,000.
3. Developer is released from any further claims by the City, for the inadvertent installation of the 12" DR 25 watermain, accept as set forth above.

**City of Kasson**

**Paradise Brothers, LLC**

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

## MEMORANDUM

TO: Theresa Coleman, City Administrator  
Brandon Theobald, P.E., City Engineer

FROM: Jesse Preston, Project Manager  
Tony Bigelow, Developer

DATE: May 20, 2019

RE: Houston's First Subdivision  
Watermain Upsizing Reimbursement

Per the Houston's First Subdivision Development Agreement, 2.a – Project; below are the costs scheduled for the watermain upsizing (from 8" to 12") reimbursement. The developer, Paradise Brothers, LLC is requesting reimbursement of **\$21,382.00** as outlined below. The bid tabulation has been enclosed for reference.

### Watermain:

- 1,196 LF Watermain @ \$11.00/LF = \$13,156.00
- 4 Each Gate Valve @ \$870 = \$3,480.00
- 680 Lb Watermain Fittings @ \$6.90/Lb = \$4,692.00

Total = **\$21,328.00**

Houston's First Subdivision Kasson, MN		Heselton Construction, LLC 680 NW 24th St. / PO Box 246 Faribault, MN 55021		Elcor Construction, Inc. 123 Carlton Street SW Rochester, MN 55902		Schumacher Excavating, Inc. 50 Warren Avenue Zumbrota, MN	
ITEM	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
Mobilization	1 LS	\$10,675.00	\$10,675.00	\$16,000.00	\$16,000.00		\$0.00
Clear and Grub Trees	0.75 Acre	\$6,475.00	\$4,856.25	\$8,000.00	\$6,000.00		\$0.00
Remove Bituminous Roadway Pavement	294 SY	\$2.95	\$867.30	\$3.00	\$882.00		\$0.00
Remove & Reinstall Hydrant	1 Each	\$1,045.00	\$1,045.00	\$1,165.00	\$1,165.00		\$0.00
Remove Watermain	46 LF	\$6.70	\$308.20	\$10.00	\$460.00		\$0.00
Aggregate for Pipe Foundation (Gradation A)	300 CY	\$30.35	\$9,105.00	\$34.00	\$10,200.00		\$0.00
F & I 8" PVC Pipe Sewer, SDR 26	1,025 LF	\$29.00	\$29,725.00	\$27.00	\$27,675.00		\$0.00
F & I 8" x 4" PVC Wye (Sanitary)	25 Each	\$108.00	\$2,700.00	\$150.00	\$3,750.00		\$0.00
4" PVC Sanitary Sewer Service	1,075 LF	\$17.30	\$18,597.50	\$18.00	\$19,350.00		\$0.00
F & I 4" Polystyrene Insulation	128 SF	\$2.90	\$371.20	\$4.00	\$512.00		\$0.00
Construct Sanitary Structure, Type 3 (48")	5 Each	\$3,550.00	\$17,750.00	\$4,500.00	\$22,500.00		\$0.00
Connect to Existing Sanitary Sewer	1 Each	\$400.00	\$400.00	\$1,000.00	\$1,000.00		\$0.00
F & I 6" Water Main	50 LF	\$27.30	\$1,365.00	\$25.00	\$1,250.00		\$0.00
F & I 8" Water Main	404 LF	\$26.30	\$10,625.20	\$27.00	\$10,908.00		\$0.00
F & I 12" Water Main	1,196 LF	\$37.30	\$44,610.80	\$36.00	\$43,056.00		\$0.00
F & I 6" Gate Valve & Box	4 Each	\$1,060.00	\$4,240.00	\$1,050.00	\$4,200.00		\$0.00
F & I 8" Gate Valve & Box	2 Each	\$1,310.00	\$2,620.00	\$1,485.00	\$2,970.00		\$0.00
F & I 12" Gate Valve & Box	4 Each	\$2,180.00	\$8,720.00	\$2,405.00	\$9,620.00		\$0.00
F & I 6" Hydrant	3 Each	\$4,300.00	\$12,900.00	\$4,300.00	\$12,900.00		\$0.00
F & I Watermain Fittings	2,010 Lb	\$6.90	\$13,869.00	\$9.00	\$18,090.00		\$0.00
F & I 1" Type K Copper Water Pipe	1,150 LF	\$15.00	\$17,250.00	\$21.00	\$24,150.00		\$0.00
1" Corporation Stop	25 Each	\$258.00	\$6,450.00	\$220.00	\$5,500.00		\$0.00
1" Curb Stop & Box	25 Each	\$295.00	\$7,375.00	\$280.00	\$7,000.00		\$0.00
Connect to Existing Watermain	3 Each	\$1,070.00	\$3,210.00	\$1,100.00	\$3,300.00		\$0.00
F & I 15" RCP Storm Sewer	268 LF	\$40.89	\$10,958.52	\$32.00	\$8,576.00		\$0.00
F & I 18" RCP Storm Sewer	125 LF	\$39.34	\$4,917.50	\$35.00	\$4,375.00		\$0.00
F & I 24" RCP Storm Sewer	578 LF	\$48.17	\$27,842.26	\$42.00	\$24,276.00		\$0.00
Construct Structure, Type 4 (48")	3 Each	\$2,725.00	\$8,175.00	\$3,400.00	\$10,200.00		\$0.00
Construct Structure, Type 4 (60")	2 Each	\$3,520.00	\$7,040.00	\$4,700.00	\$9,400.00		\$0.00
Construct Structure Type 1	14 Each	\$1,979.00	\$27,706.00	\$2,750.00	\$38,500.00		\$0.00
Connect to Existing Storm Sewer	1 Each	\$460.00	\$460.00	\$1,000.00	\$1,000.00		\$0.00

F & 16" Perforated PVC Pipe Subdrain with Geotextile Wrap	2,436 LF	\$15.00	\$36,540.00	\$15.00	\$36,540.00		\$0.00
F & 16" PVC Subdrain Cleanout	4 Each	\$155.00	\$620.00	\$300.00	\$1,200.00		\$0.00
F & 16" x 4" PVC Wye (Subdrain)	25 Each	\$47.00	\$1,175.00	\$74.00	\$1,850.00		\$0.00
F & 14" PVC Pipe Subdrain Service	600 LF	\$9.90	\$5,940.00	\$13.00	\$7,800.00		\$0.00
F & 14" PVC Subdrain Cleanout	25 Each	\$92.00	\$2,300.00	\$196.00	\$4,900.00		\$0.00
Connect to Existing Subdrain	2 Each	\$110.00	\$220.00	\$625.00	\$1,250.00		\$0.00
Common Excavation (P)	12,600 CY	\$3.85	\$48,510.00	\$5.00	\$63,000.00		\$0.00
Subgrade Preparation	13.50 Rd Sta.	\$240.00	\$3,240.00	\$250.00	\$3,375.00		\$0.00
Aggregate Base Placed (CV), Class 5	2,107 CY	\$31.30	\$65,949.10	\$27.00	\$56,889.00		\$0.00
Aggregate Base Placed, Stabilized Aggregate, Breaker Run	500 CY	\$28.50	\$14,250.00	\$26.00	\$13,000.00		\$0.00
Geotextile Fabric, Type 5	6,147 SY	\$0.95	\$5,839.65	\$1.00	\$6,147.00		\$0.00
Bituminous Wearing Course Mixture SPWEB240B	645 Ton	\$79.34	\$51,174.30	\$75.00	\$48,375.00		\$0.00
Bituminous Non Wearing Course Mixture SPNWB230B	645 Ton	\$79.34	\$51,174.30	\$75.00	\$48,375.00		\$0.00
Concrete Curb & Gutter, Driveover	2,668 LF	\$15.50	\$41,354.00	\$14.00	\$37,352.00		\$0.00
Pedestrian Ramps w/Truncated Domes	8 Each	\$2,480.00	\$19,840.00	\$2,500.00	\$20,000.00		\$0.00
4" PVC Conduit	630 LF	\$4.28	\$2,696.40	\$10.00	\$6,300.00		\$0.00
Traffic Control	1 LS	\$1,350.00	\$1,350.00	\$1,800.00	\$1,800.00		\$0.00
Silt Fencing, Type Machine Sliced	1,326 LF	\$1.90	\$2,519.40	\$2.25	\$2,983.50		\$0.00
Stabilized Vehicle Exit	1 Each	\$880.00	\$880.00	\$1.00	\$1.00		\$0.00
Inlet Protection	16 Each	\$150.00	\$2,400.00	\$250.00	\$4,000.00		\$0.00
Erosion Control Supervisor	1 LS	\$193.00	\$193.00	\$500.00	\$500.00		\$0.00
Seeding & Mulching	7.10 Acre	\$1,350.00	\$9,585.00	\$750.00	\$5,325.00		\$0.00
<b>Schedule A Total Bid</b>			<b>\$684,484.88</b>		<b>\$719,727.50</b>		<b>NO BID</b>

Houston's First Subdivision Kasson, MN		Heselton Construction, LLC 680 NW 24th St. / PO Box 246 Faribault, MN 55021		Elcor Construction, Inc. 123 Carlton Street SW Rochester, MN 55902		Schumacher Excavating, Inc. 50 Warren Avenue Zumbrota, MN	
ITEM	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
Mobilization	1 LS	\$13,000.00	\$13,000.00	\$16,000.00	\$16,000.00	\$15,000.00	\$15,000.00
Clear and Grub Trees	0.75 Acre	\$6,475.00	\$4,856.25	\$8,000.00	\$6,000.00	\$10,000.00	\$7,500.00
Remove Bituminous Roadway Pavement	294 SY	\$2.95	\$867.30	\$3.00	\$882.00	\$8.00	\$2,352.00
Remove & Reinstall Hydrant	1 Each	\$1,045.00	\$1,045.00	\$1,165.00	\$1,165.00	\$3,000.00	\$3,000.00
Remove Watermain	46 LF	\$6.70	\$308.20	\$10.00	\$460.00	\$6.00	\$276.00
Aggregate for Pipe Foundation (Gradation A)	300 CY	\$31.45	\$9,435.00	\$34.00	\$10,200.00	\$30.00	\$9,000.00
F & I 8" PVC Pipe Sewer, SDR 26	1,025 LF	\$29.40	\$30,135.00	\$27.00	\$27,675.00	\$32.00	\$32,800.00
F & I 8" x 4" PVC Wye (Sanitary)	25 Each	\$108.00	\$2,700.00	\$150.00	\$3,750.00	\$150.00	\$3,750.00
4" PVC Sanitary Sewer Service	1,075 LF	\$17.60	\$18,920.00	\$18.00	\$19,350.00	\$22.00	\$23,650.00
F & I 4" Polystyrene Insulation	128 SF	\$2.90	\$371.20	\$4.00	\$512.00	\$6.00	\$768.00
Construct Sanitary Structure, Type 3 (48")	5 Each	\$3,550.00	\$17,750.00	\$4,500.00	\$22,500.00	\$3,200.00	\$16,000.00
Connect to Existing Sanitary Sewer	1 Each	\$400.00	\$400.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
F & I 6" Water Main	50 LF	\$27.65	\$1,382.50	\$25.00	\$1,250.00	\$38.00	\$1,900.00
F & I 8" Water Main	404 LF	\$26.60	\$10,746.40	\$27.00	\$10,908.00	\$38.00	\$15,352.00
F & I 12" Water Main	1,196 LF	\$37.75	\$45,149.00	\$36.00	\$43,056.00	\$50.00	\$59,800.00
F & I 6" Gate Valve & Box	4 Each	\$1,060.00	\$4,240.00	\$1,050.00	\$4,200.00	\$2,000.00	\$8,000.00
F & I 8" Gate Valve & Box	2 Each	\$1,310.00	\$2,620.00	\$1,485.00	\$2,970.00	\$2,200.00	\$4,400.00
F & I 12" Gate Valve & Box	4 Each	\$2,180.00	\$8,720.00	\$2,405.00	\$9,620.00	\$3,200.00	\$12,800.00
F & I 6" Hydrant	3 Each	\$4,300.00	\$12,900.00	\$4,300.00	\$12,900.00	\$4,500.00	\$13,500.00
F & I Watermain Fittings	2,010 Lb	\$6.90	\$13,869.00	\$9.00	\$18,090.00	\$9.00	\$18,090.00
F & I 1" Type K Copper Water Pipe	1,150 LF	\$15.00	\$17,250.00	\$21.00	\$24,150.00	\$25.00	\$28,750.00
1" Corporation Stop	25 Each	\$258.00	\$6,450.00	\$220.00	\$5,500.00	\$300.00	\$7,500.00
1" Curb Stop & Box	25 Each	\$295.00	\$7,375.00	\$280.00	\$7,000.00	\$250.00	\$6,250.00
Connect to Existing Watermain	3 Each	\$1,070.00	\$3,210.00	\$1,100.00	\$3,300.00	\$1,000.00	\$3,000.00
F & I 15" RCP Storm Sewer	268 LF	\$41.20	\$11,041.60	\$32.00	\$8,576.00	\$38.00	\$10,184.00
F & I 18" RCP Storm Sewer	125 LF	\$39.60	\$4,950.00	\$35.00	\$4,375.00	\$40.00	\$5,000.00
F & I 24" RCP Storm Sewer	578 LF	\$48.50	\$28,033.00	\$42.00	\$24,276.00	\$45.00	\$26,010.00
Construct Structure, Type 4 (48")	3 Each	\$2,735.00	\$8,205.00	\$3,400.00	\$10,200.00	\$2,900.00	\$8,700.00
Construct Structure, Type 4 (60")	2 Each	\$3,530.00	\$7,060.00	\$4,700.00	\$9,400.00	\$3,800.00	\$7,600.00
Construct Structure Type 1	14 Each	\$1,985.00	\$27,790.00	\$2,750.00	\$38,500.00	\$2,200.00	\$30,800.00

Connect to Existing Storm Sewer	1 Each	\$465.00	\$465.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00
F & I 6" Perforated PVC Pipe Subdrain with Geotextile Wrap	2,436 LF	\$15.15	\$36,905.40	\$15.00	\$36,540.00	\$17.55	\$42,751.80
F & I 6" PVC Subdrain Cleanout	4 Each	\$155.00	\$620.00	\$300.00	\$1,200.00	\$140.00	\$560.00
F & I 6" x 4" PVC Wye (Subdrain)	25 Each	\$47.00	\$1,175.00	\$74.00	\$1,850.00	\$117.00	\$2,925.00
F & I 4" PVC Pipe Subdrain Service	600 LF	\$10.00	\$6,000.00	\$13.00	\$7,800.00	\$11.00	\$6,600.00
F & I 4" PVC Subdrain Cleanout	25 Each	\$92.00	\$2,300.00	\$196.00	\$4,900.00	\$114.00	\$2,850.00
Connect to Existing Subdrain	2 Each	\$110.00	\$220.00	\$625.00	\$1,250.00	\$200.00	\$400.00
Common Excavation (P)	12,600 CY	\$3.90	\$49,140.00	\$5.00	\$63,000.00	\$6.00	\$75,600.00
Subgrade Preparation	13.50 Rd Sta.	\$245.00	\$3,307.50	\$250.00	\$3,375.00	\$500.00	\$6,750.00
Aggregate Base Placed (CV), Class 5	2,107 CY	\$32.25	\$67,950.75	\$27.00	\$56,889.00	\$29.00	\$61,103.00
Aggregate Base Placed, Stabilized Aggregate, Breaker Run	500 CY	\$29.30	\$14,650.00	\$26.00	\$13,000.00	\$26.00	\$13,000.00
Geotextile Fabric, Type 5	6,147 SY	\$0.95	\$5,839.65	\$1.00	\$6,147.00	\$1.75	\$10,757.25
Bituminous Wearing Course Mixture SPWEB240B	645 Ton	\$82.57	\$53,257.65	\$75.00	\$48,375.00	\$83.00	\$53,535.00
Bituminous Non Wearing Course Mixture SPNWB230B	645 Ton	\$82.57	\$53,257.65	\$75.00	\$48,375.00	\$83.00	\$53,535.00
Concrete Curb & Gutter, Driveover	2,668 LF	\$15.50	\$41,354.00	\$14.00	\$37,352.00	\$15.00	\$40,020.00
Pedestrian Ramps w/Truncated Domes	8 Each	\$2,480.00	\$19,840.00	\$2,500.00	\$20,000.00	\$2,500.00	\$20,000.00
4" PVC Conduit	630 LF	\$4.28	\$2,696.40	\$10.00	\$6,300.00	\$12.00	\$7,560.00
Traffic Control	1 LS	\$1,350.00	\$1,350.00	\$1,800.00	\$1,800.00	\$500.00	\$500.00
Silt Fencing, Type Machine Sliced	1,326 LF	\$1.90	\$2,519.40	\$2.25	\$2,983.50	\$2.50	\$3,315.00
Stabilized Vehicle Exit	1 Each	\$910.00	\$910.00	\$1.00	\$1.00	\$500.00	\$500.00
Inlet Protection	16 Each	\$150.00	\$2,400.00	\$250.00	\$4,000.00	\$50.00	\$800.00
Erosion Control Supervisor	1 LS	\$193.00	\$193.00	\$500.00	\$500.00	\$500.00	\$500.00
Seeding & Mulching	7.10 Acre	\$1,350.00	\$9,585.00	\$750.00	\$5,325.00	\$800.00	\$5,680.00
<b>Schedule B Total Bid</b>			\$696,715.85		\$719,727.50		\$792,474.05

Mikel Harding  
505 Zumbro Dr NW  
Rochester, MN 55901  
May 16, 2019

Chief Kent Berghuis  
Kasson Police Department  
19 E Main St  
Kasson, MN 55944

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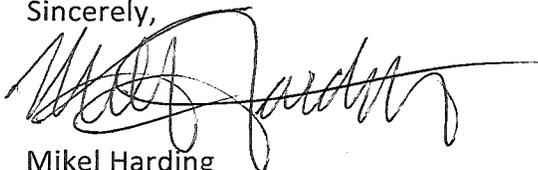
Dear Chief Kent Berghuis and members of the Kasson Police Department,

It is with great honor that I tender my resignation from the Kasson Police Department, effective May 31st, 2019.

I am grateful for having had the opportunity to serve as a police officer of this fine organization for the past year, and I offer my best wishes for its continued success.

I am eternally grateful for all the guidance and support I have received from all my fellow co-workers as I embark on a new career in Rochester, Minnesota.

Sincerely,

A handwritten signature in black ink, appearing to read "Mikel Harding", written over a horizontal line.

Mikel Harding

## Kasson Police Calls for Service

	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
January	274	286	294	322	346	424
February	271	247	260	341	310	394
March	280	302	273	277	352	446
April	325	347	375	364	418	480
May	373	367	413	461	502	530
June	293	339	349	370	395	
July	364	408	408	528	454	
August	286	372	343	404	466	
September	263	352	346	450	461	
October	336	309	489	370	380	
November	263	284	359	390	348	
December	300	331	334	377	437	
<b>Yearly Total</b>	<b>3628</b>	<b>3944</b>	<b>4243</b>	<b>4654</b>	<b>4869</b>	<b>2,274</b>

**CITY OF KASSON  
DEPARTMENT HEAD MEETING/CITY HALL  
Thursday, May 23, 2019, 2:30 p.m.**

- ✓ 1) Finance:
- ✓ 2) Library:
- 3) Liquor Store:
- ✓ 4) Police:
- ✓ 5) Fire:
- ✓ 6) Streets/Sidewalks/Alleys/Stormwater:
- ✓ 7) Electric:
- ✓ 8) Water and Wastewater:
- 9) EDA/Planning and Zoning: STONE RIDGE SECOND  
PRAIRIE WILLOW ESTATES FOURTH  
KM APARTMENTS
- ✓ 10) Ice Arena:
- ✓ 11) Parks and Recreation/Cemetery:
- 12) City Administrator:
  - Electric Territory Acquisition
  - Hiring
  - SRTS Demonstration

## FINANCE DIRECTOR REPORT

May 23, 2019

1. March/April Financials
2. Audit completed and presented to Council.
3. New final 2019 budgets prepared with 2018 finals.
4. Data and bitmaps sent to Dodge Co/Goodhue for cemetery map
5. Worked with FD and Library on community shelter response
6. New server
7. Work on 2019 KAC season with updates, etc
8. New Copier/Printer up and running
9. Activated the community shelter- it was good to let people know that we had something available and open!
10. Annual EIA (federal electric report)- filed
11. Working on finishing Annual MN Electric report to file
12. Working on TIF reports
13. Electric Line loss:
  - 2016 11.7 %
  - 2017 5.1%
  - 2018 5.9%
14. All insurance claims- property and work comp- need to go through Jan

## City Wide Department Head Meeting

2:30pm May 23, 2019

### KPL Report

1. Friends of the Library Book Sale netted \$928.00
2. Summer Reading Program planning in high gear; Fun Friday events are scheduled, Summer kickoff block party is planned for Thursday, June 6<sup>th</sup> from 6:00pm to 8:00pm
  - Free hour long entertainment game for all ages
  - Free pop, water, hotdogs, candy, chips and popcorn
  - Need 6 picnic tables & 3 Trash can containers
  - Street barricades
  -
3. Staff has been visiting all elementary grades talking up the summer reading program
4. That's about all

Thanks,  
Art T.

KASSON  
*Police*



**Kasson Police Department**

19 East Main Street  
Kasson, MN 55944  
507-634-3881  
Fax: 507-634-4698

Department Head Meeting 6/23/2019

Squads are slowly getting put together. We have one complete and two to go. The second should be done early next week. The Dodges take much longer to take a part and of course back together.

NIBRS National Incident Based Reporting System training has been completed.

Bike rodeo June 5<sup>th</sup> that we help out at.

Day qualifications on the week of the 18<sup>th</sup>.

Part-Time officer Mikel Harding put in his resignation effective May 31<sup>st</sup>.

Taser refresher was done two weeks ago.

e-cigarette presentation, partially done by SRO Officer Jesse Kasel went well.

Kasson Fire Department – Monthly Meeting  
MAY 06, 2019 - 1900

Meeting Called to Order: Chief Fitch

Roll Call

Minutes of the previous Meeting: Read and Approved

Treasurer's Report – Relief General Fund: \$15,979.59

Appointment of Entertainment: (JUNE) J. Fitch/N. Fitch

Drill(s):

MAY 20	Truck Ops – Rain/Shine
MAY 27	NO DRILL - MEMORIAL DAY

Guest(s):

Katie Hamilton – DC Amb

Old Business:

- HELMETS
  - Chief Fitch / D.C. Seljan offered comment / info related to the new helmets
    - Current helmet to be cleaned and current number / other non-KFD logos removed
      - When cleaned / turned in to D.C. Seljan - new helmet will be issued
- CALL / LOG Sheets
  - Chief Fitch offered comment on a new format call / log sheet
    - Additional fields have been added and need to be completed / filled out / signed
    - Will use for a month and accept feedback / input on the form
  - Positives – narratives have been very good and well detailed
- STORMSHELTER
  - Thank You to the Department in assisting in the recent shelter opening
- OFFICERS POSITION
  - Chief Fitch provided an update related to the status of the Deputy Chief position
- TESTING / AGILITY DAY (APR 27 SAT)
  - Thanks to those that were able to assist with the event
  - Tested ( 6 ) six interested individuals
- CANDIDATES UPDATE
  - 4 interviewed to date
  - 3 additional interviews to be completed
  - Still looking towards staffing add / start in June
- STORMWATCH
  - Chief Fitch provided a quick review of placement locations
- ZVMA
  - Chief Fitch provided a quick review of placement locations
  - Drill development / planning for County wide water shuttle training
  - Bremer Bank Grant opportunity was discussed / shared at meeting
  - Radio / Comm. Info provided by E.M.- M. Maas: radio repeater grant available for Cities
  - Next ZVMA Mtg - OCT 15 ( Kasson Fire Dept )

Kasson Fire Department – Monthly Meeting cont.  
MAY 06, 2019

- MSFDA – REGION 15
  - Admin Jurrens offered comment / info regarding the meeting
    - Canceled due to low pre-registration by attendees / vendors
- SKYWARN
  - Chief Fitch made inquiry of attendees re: the training event
- RST STATE SCHOOL
  - Chief Fitch made inquiry of attendees re: the training event
    - Staff made PRESS in the Post Bulletin – see Hallway bulletin board
    - Positive feedback provided by staff

New Business:

- PUB EDUCATION OPPORTUNITY
  - JUNE 20<sup>TH</sup> 0815 HOURS
    - Hayfield School – emergency agency site visit
    - Looking for staff to provide walk-thru –
    - Available - contact Chief Fitch
- BENEFICIARY UPDATE FORMS
  - Chief Fitch provided paperwork and requested staff to complete and return
  - Moving forward – this will transition to an annual – short form update
- CITY LIABILITY FORM
  - Chief Fitch provided paperwork associated to photo / image release form
- NOMAX
  - D.C Seljan covered info related to the various ( 4 ) types of Nomax that are available from vendor
  - Samples shared and consensus was selected - GRAY
- MEMORIAL DAY FLAGS
  - Chief Fitch commented that interest staff should target placement of the flags as follows:
    - Placement – week of MAY 19
    - Retrieve – week of JUNE 1
- MEMORIAL DAY WEEKEND
  - Chief Fitch touched base on Fire / EMS coverage for the holiday weekend
  - List will be started on Mtg RM bulletin board – available, sign up
- STEAK-FRY
  - MAY 8 – Mantorville F.D.
- THANK YOU
  - Robert Kelly – Flowers for the funeral
  - Samples shared and consensus was selected - GRAY
- KNOX BOX
  - Library box has been place – no key in the box as of yet
    - THANKS to J. Ulve for assisting in getting that task completed
- DANCE/RAFFLE 2019
  - Relief Pres. McAndrews provided a general update to the Dept on the status and progress to date



- Apparatus / Other Status Reports
  - Rescue X
  - Engine I X
  - Engine II X
  - Tanker I X
  - Tanker II X
  - Ladder I X
  - Grass Rig X
  - Utility X
  - EMR Unit X
  - HAZMAT X

**Bills Reviews by Relief:**

- Approved

**Review of Calls:**

- 36 Calls for APRIL
  - EMS 33
  - MA 0
  - Rescue 2
  - Fire 1

**Good of the Assoc:**

Meeting Adjourned

Respectfully Submitted: Steven R. Jurrens, Sec / Treas '19  
Krista Weigel, Emergency Services Administrative Assistant

*... Firefighters not in attendance – Please sign and date your reading of the Meeting Minutes ...*

_____	_____
_____	_____
_____	_____

City of Kasson  
Department Head Meeting  
May 23<sup>rd</sup>, 2019  
2:30 PM

Public Works

1. Safe Routes to School project – supplies are ordered and in, trying to schedule date to start without rain
2. Spring Clean Up is complete
3. 3<sup>rd</sup>, 4<sup>th</sup>, & 5<sup>th</sup> project – blacktop is going down, concrete repairs are being done
4. Cleaned up Commerce Drive from dumping snow on it, need to clean up behind Fire Hall
5. Storm water problems
  - a. 13<sup>th</sup> Ave NW – having problems with subdrain that we repaired last year
  - b. 12<sup>th</sup> & 13<sup>th</sup> Ave NW – sump pump, drainage, and roof drain problems involving multiple residents
  - c. 2<sup>nd</sup> St SW – 2 catch basins falling in
  - d. Subdrain problem on Main St & 12<sup>th</sup> Ave NW
  - e. 807 8<sup>th</sup> Ave NE – catch basin and street problems
  - f. 403 6<sup>th</sup> Ave NE – catch basin problem
6. Working on hiring employees
7. Trying to schedule a pick date for new trucks at Rochester Ford – I have left messages and Enterprise has left messages with no call back
8. Harrison Heppelmann started May 20<sup>th</sup>, seasonal worker
9. Mowing – trying to catch up, ponds are too wet
10. 16<sup>th</sup> St NE – road is in bad shape, trying to grade as much as possible

Streets

1. Street sweeping
2. Pothole patching
3. Sign work – repairing and installing new signs
4. Mowing and trimming
5. 16<sup>th</sup> St NE – hauling rock and grading
6. Spring Clean Up
7. Repaired yard in NE from snow plow damage
8. Equipment repairs and maintenance

# ELECTRIC

## Dept. Head meeting – 5/23/19

- Jeremy attended MMUA competent person trenching workshop May 1-2
- Lance and Jarrod installed the URD service to the new Lion's park shelter
- 8<sup>th</sup> Ave NE and Shopko, Carlson's, Struthers's service extension boring done
- Continuing to work on updating dept. procedures and using existing tools and tech to streamline operations and facilitate better communication (good input from everyone in Electric Dept.)
- Replaced 5 damaged PED's from driveway snowplowing
- JC noticed a loose primary phase on a pole during meter reading. LD repaired in F550.
- Cunningham's area taken over from Xcel Energy 5-7-19, 4 new electric accounts

## Water/Wastewater Department

Department head meeting May 23rd, 2019

- MPCA completed its compliance check on May 14<sup>th</sup>, it went very well.
- The city pumped 15.4 million gallons of water from wells 4 and 5 in April.
- The city treated 47.8 million gallons at the wastewater treatment plant in April, of this 6.9 million was received from Mantorville.
- With the heavy rains, the flows at the treatment plant have continued to be above the treatment plant design.
- Hansen Hauling and Excavation is working on the removal of the biosolids from the reed beds, 4 of the beds are nearly completed.
- The new jetter truck has been delivered, and training completed.
- Spring flushing started the first week of May and continue all month.



DCYH &  
Dodge County  
Ice Arena

Partnership

# Partnership



Long standing relationship



Provide ice scheduling for youth program



Adjust to growing program



Charitable gambling started to provide additional funding



DCYH committee established to identify improvement opportunities

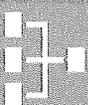


Work together on rink improvements

# Improvement Ideas



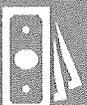
Brainstorm list was generated by the DCYH rink improvement committee



Focused on improvements that could be made internally and externally (broken into different areas)



Goal is to provide a better experience for parents and players



Ballpark costs were added to each idea



Still need to determine priority

# Ideas by Area

Area	Improvement Opportunity	Estimated		Additional Information
		Cost		
Benches	Raised floor in players benches	\$ 250		Add floor in benches to add height for players
Benches	Replace rubber floor in penalty box area	\$ 500		Update penalty box area with flooring for parents & players
Benches	Install heating for penalty box & scores table	\$ 1,000		Enclose? - install heating over penalty area
Benches	Photography perch	\$ 1,000		Add a structure above the penalty box for photography
General	Rink Clean Up	\$ -		Remove excess rink items and create better storage concept
General	Counter around boards	\$ 1,000		12' counter placed around boards to create standing area
General	Upgrade AV system	\$ 15,000		PA system and lights
General	Video recording of games	\$ 5,000		System setup in rink to stream - equipment
General	Trophy case revamp	\$ -		remove trophies & trophy case
General	Admissions area	\$ 1,000		Permanent structure for tickets - where trophy case is
General	Commons area enclosed	\$ 10,000		Build walls to create heated commons area and separate from rink
General	Bubble hockey game	\$ 3,000		Add classic bubble hockey game to rink entry
General	Clean boards and glass	\$ 100		Remove puck marks and clean unclear glass
General	Paint touch up	\$ 100		Touch up painting around the rink
General	Boards advertisement			Advertisement on the boards in the rink
General	Improve logo & lines visibility			Determine process to keep lines bright and sharp
General	Upgrade bathrooms	\$ 10,000		Add wall time, better partitions & overall appearance
General	Install artwork	\$ 200		Add artwork to bathrooms - aesthetics
Locker rooms	Place new rink boards in locker rooms	\$ 200		Replace whiteboards in locker rooms - Wildcat Logo
Locker rooms	Updated showers in locker room 2	\$ 500		Update and improve the showers in LR2
Locker rooms	Update locker room 5	\$ 1,000		Remove stalls in LR5 and update with other LR's
Locker rooms	Stick holders for locker rooms	\$ 1,000		Replace stick holders for locker rooms
Locker rooms	Replace wall hangers in locker rooms	\$ 500		Replace the hangers for clothes in locker rooms
Locker rooms	Repaint locker rooms	\$ 500		Repaint each year
Locker rooms	Replace picnic tables			Replace existing picnic tables
Locker rooms	Remove outdoor pop machine			Remove the pepsi machine outside the rink
Outside	Replace rink sign			Get new rink sign
Outside	Parking lot striping			Repaint lines in parking lot
Outside	Concrete entry way			Replace concrete in entry to rink
Outside	New rink doors			Install new main doors to the rink
Outside	Parking lot expansion			Can overflow utilize school lot?
Stands	Roof over locker room corridor	\$ 50,000		Heated room to watch with a media room - press box
Stands	Replace heaters - stands	\$ 20,000		Replace & upgrade stand heaters - coin operated?
Stands	Replace bleachers	\$ 20,000		Upgrade bleachers
Stands	Repaint bleachers & ramp	\$ 500		Repaint the bleachers and ramp
Storage	Storage locker revamp	\$ 5,000		Redo storage spaces, add lighting, roll up doors
Storage	Add doors to rink shelving	\$ 250		Add doors to shelves in NW corner of rink - equipment
Structure	Cover outdoor rink	\$ 80,000		Move rink and cover with structure - add lighting & walkway to rink, chiller
Structure	Add to structure	\$1,500,000		Add 25' to south and create 3 new spaces (entrance, meeting room, dryland facility)
<b>Projects Total (rough estimate)</b>		<b>\$1,727,600</b>		

# Ideas by Cost

Area	Improvement Opportunity	Estimated Cost	Additional Information
General	Rink Clean Up	\$ -	Remove excess rink items and create better storage concept
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Benches	Replace rubber floor in penalty box area	\$ 500	Update penalty box area with flooring for parents & players
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Benches	Install heating for penalty box & scores table	\$ 1,000	Enclose? - install heating over penalty area
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General	Counter around boards	\$ 1,000	12" counter placed around boards to create standing area
General	Admissions area	\$ 1,000	Permanent structure for tickets - where trophy case is
Locker rooms	Update locker room 5	\$ 1,000	Remove stalls in LR5 and update with other LR's
Locker rooms	Stick holders for locker rooms	\$ 1,000	Replace stick holders for locker rooms
Outside	Replace picnic tables	\$ 2,000	Replace existing picnic tables
Outside	Parking lot striping	\$ 2,000	Repaint lines in parking lot
General	Bubble hockey game	\$ 3,000	Add classic bubble hockey game to rink entry
Outside	New rink doors	\$ 4,000	Install new main doors to the rink
General	Video recording of games	\$ 5,000	System setup in rink to stream - equipment
Storage	Storage locker revamp	\$ 5,000	Redo storage spaces, add lighting, rollup doors
General	Improve logo & lines visibility	\$ 5,000	Determine process to keep lines bright and sharp
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Structure	Add to structure	\$1,500,000	Add 25' to south and create 3 new spaces (entrance, meeting room, dryland facility)
General	Boards advertisement	?	Advertisement on the boards in the rink
Outside	Parking lot expansion	?	Can overflow utilize school lot?
<b>Projects Total (Rough Estimate)</b>		<b>\$1,760,600</b>	

**Department Head Meeting**  
**May 23, 2019**  
**Park Department**

1. Aquatic Center – Will open this Memorial Weekend. 12:00 – 8:00 pm all three days. We had the annual employee meeting last Saturday on the 18<sup>th</sup>. Employees turn in their vacation times, school sports schedules, etc. so that Josh our manager can produce the summer schedule for the employees. Abby and Brayden Tjosaas are currently are conducting the Lifeguard class this week up to the pool. We will be open next Saturday June 1<sup>st</sup> for the summer.
2. Lions Park Picnic Shelter – Cleary builders are currently digging around all the post footings so that CMS can inspected them. Once the inspections are finished, we can proceed to pour the cement floor and have the electrical installed. Hopefully we can have everything done on the shelter by middle of July.
3. Trees – The Treehouse has completed planting our boulevard trees for the Spring. They also planted the bare root trees for the 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> avenue project. We still need to plant around 80 ball and burlap trees for that project. Within the next couple of weeks those trees should be planted.
4. Stump Grinding – We will start grinding stumps from last year tree removals. We have around 30 – 40 stumps which include the Ash Tree removals.
5. Arbor Day – Back on April 26<sup>th</sup> we had our annual Arbor Day Tree Planting celebration. Around 12 – 15 Lion members and Park Board members planted two trees South of the new picnic shelter at Lions Park. This is also our Tree City USA recognition for qualifying for the Tree City USA Award.
6. “Just pick it up Campaign” – Only 4 people came for the annual event to help clean up certain areas of the city. The 4 that came produce two pickup loads. The picked up along the bridge on County 34 by IMS Construction Company and also 8<sup>th</sup> avenue and 8<sup>th</sup> Street NE. The group is looking into having the school groups become more involved with this annual Spring event.

May 20, 2019

The Honorable Chris McKern  
Mayor, City of Kasson  
401 5th St. SE  
Kasson, MN 55944

RE: Kasson Wastewater Treatment Plant (WWTP)  
NPDES/SDS Permit No. MN0050725  
Industrial Stormwater Onsite Compliance Inspection  
Wastewater Compliance Evaluation Inspection

Dear Mayor McKern:

Enclosed is the Industrial Stormwater Onsite Compliance Inspection and Wastewater Compliance Evaluation Inspection Report (Report) that resulted from an inspection of the Kasson WWTP (Regulated Party) on May 14, 2019, by Steven Speltz of the Minnesota Pollution Control Agency (MPCA). There were no requirements found to be non-compliant during the inspection.

If you have any questions, please contact me at 507-206-2602 or 800-657-3864 and by email at [steven.speltz@state.mn.us](mailto:steven.speltz@state.mn.us).

Thank you for your attention to this matter.

Sincerely,

*Steven Speltz*

*This document has been electronically signed.*

Steven Speltz  
Environmental Specialist  
Industrial Division

SS:mt

Enclosure

cc: Dave Vosen, City of Kasson  
Charlie Bradford, City of Kasson  
Theresa Coleman, City Administration  
Activity ID INS20190001 @ 4853



**Water Quality Point Source Program**  
**Industrial Stormwater (ISW) Onsite Compliance Inspection**  
**Wastewater Compliance Evaluation Inspection Report**

**Facility information:**

Facility name: Kasson Wastewater Treatment Plant (WWTP)  
Permit number: MN0050725  
Address: 25334 625th Street, Kasson, Minnesota 55944  
SIC code: 4952 - Sewerage Systems  
Permit expiration date: August 31, 2021  
Facility design flow: 2.07 million gallons per day (MGD) average wet-weather (AWW)  
EPA facility type classification: EPA Major  
Type of flow: Domestic  
Land application type: Biosolids Type IV

**Geographic information:**

MPCA region: MPCA Southeast Region  
County: Dodge  
Basin: Upper Mississippi River, Lower Portion  
Major watershed: Zumbro River  
Receiving water: Zumbro River, Middle Fork, South Branch

**Those present during the inspection:**

Dave Vosen, City of Kasson

**MPCA representatives:**

Steven Speltz, Environmental Specialist

**Inspection information:**

Inspection date: May 14, 2019  
Inspection category: Routine Inspection  
Inspection type: ISW Onsite Compliance Inspection; Wastewater Compliance Evaluation Inspection

**Facility components:**

Activated Sludge - oxidation ditch  
Disinfection (ultraviolet light)  
Phosphorus Removal (biological process)  
Phosphorus Removal (chemical addition)  
Preliminary treatment - flow equalization  
Preliminary treatment - grit removal  
Preliminary treatment - manual bar screen  
Preliminary treatment - mechanical bar screen  
Pumping (Lift) Station

Secondary Clarification  
Solids Handling - Reed Beds  
Solids Treatment - Aerobic Storage Tank

**Treatment plant operators:**

<b>Name</b>	<b>Class</b>	<b>Expiration</b>
Charles Bradford	4O	November 1, 2021
Charles Bradford	A	June 1, 2021
Daniel Trapp	4O	May 1, 2022
Daniel Trapp	A	August 1, 2021
David Vosen	4O	January 1, 2022
David Vosen	A	May 1, 2020
Jeffrey Ulve	4O	December 1, 2021
Jeffrey Ulve	D	December 1, 2021
Kristofer Anderson	D	July 1, 2021
Nathan Bless	C	January 1, 2021

**Facility contacts:**

David Vosen, Primary 24-Hour Emergency Contact, 507-421-3185 - [publicworks@cityofkasson.com](mailto:publicworks@cityofkasson.com)

David Vosen, Online Subscriber, 507-421-3185 - [publicworks@cityofkasson.com](mailto:publicworks@cityofkasson.com)

David Vosen, Wastewater Permit Contact for, 507-421-3185 - [publicworks@cityofkasson.com](mailto:publicworks@cityofkasson.com)

Theresa Coleman, Owner, 507-634-6320 - [cityadministrator@cityofkasson.com](mailto:cityadministrator@cityofkasson.com)

Theresa Coleman, Responsible Official, 507-634-6320 - [cityadministrator@cityofkasson.com](mailto:cityadministrator@cityofkasson.com)

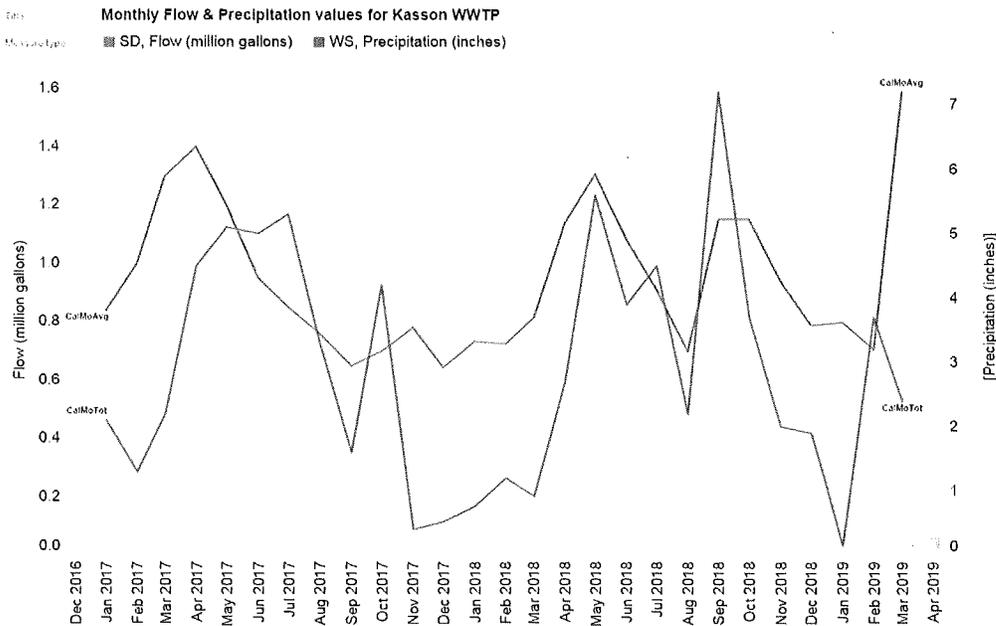
## Inspection Summary

Inspection/Records Review Timeframe: December 1, 2016 to May 1, 2019

A Industrial Stormwater (ISW) Onsite Compliance Inspection; Wastewater Compliance Evaluation Inspection was conducted on May 14, 2019, by Steven Speltz of the Minnesota Pollution Control Agency (MPCA) to determine the compliance of Kasson WWTP (Regulated Party) with the terms and conditions of its National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS) Permit.

**Key:** A = Advisory    C = Compliant    NC = Non-Compliant    NI = Not Inspected    NA = Not Applicable

Compliance status	Requirement and notes
	<b>Overall physical condition of the plant</b>
	<b>Comments:</b> The condition of the facility is good. Several components were upgraded and an equalization retention tank was constructed between 2017 and 2018. Kasson receives flow from the City of Mantorville.
<input type="checkbox"/> NC <input checked="" type="checkbox"/> C <input type="checkbox"/> A	<b>Adequate Operation &amp; Maintenance (O&amp;M) to achieve permit compliance</b> <ul style="list-style-type: none"> <li><b>Certified Operator</b></li> <li><b>Maintenance schedule - daily, weekly, and monthly</b></li> </ul>
	<b>Comments:</b> The facility employs a class A operator.
<input type="checkbox"/> NI <input type="checkbox"/> NA	<b>Inflow &amp; Infiltration (I&amp;I)/collection system</b> <ul style="list-style-type: none"> <li><b>Number of lift stations:</b> Four.</li> <li><b>Alarm System:</b> Dialer, audio, visual.</li> <li><b>Inspection/cleaning program frequency:</b> as needed.</li> </ul>
	<b>Comments:</b> As shown in the graph below, the facility received additional flow during significant precipitation events. This is an indication of I&I. The MPCA recommends continued investigation and effort in order to reduce the sources of I&I.
	<b>Flow data (Change to Major Facility Status April 1, 2018)</b> <ul style="list-style-type: none"> <li><b>Design Flow:</b> 2.07 MGD</li> <li><b>Actual Flow (3-4 yr. avg):</b> .961 MGD or 49% of design flow</li> </ul>



<b>Compliance status</b>	<b>Requirement and notes</b>
<input type="checkbox"/> NC <input checked="" type="checkbox"/> C <input type="checkbox"/> A	<b>Equipment calibration - Flow instrument calibration methods</b> <ul style="list-style-type: none"> <li>Flow equipment (pump run times, meters, etc.)</li> </ul>

**Comments:** Calibrated two times per year.

<input type="checkbox"/> NC <input checked="" type="checkbox"/> C <input type="checkbox"/> A	<b>Releases/Incidents prohibited</b>
--	--------------------------------------

Incident date	Incident id	Incident type description
2/8/2017	103490	Release Dry Weather

<b>Compliance status</b>	<b>Requirement and notes</b>
<input type="checkbox"/> NC <input checked="" type="checkbox"/> C <input type="checkbox"/> A <input type="checkbox"/> NA	<b>Release follow-up:</b> <ul style="list-style-type: none"> <li>Take all reasonable steps to immediately end release</li> <li>Notify Duty Officer immediately</li> <li>Recover as rapidly and thoroughly as possible</li> </ul>

<input type="checkbox"/> NC <input checked="" type="checkbox"/> C <input type="checkbox"/> A <input type="checkbox"/> NA	<b>Release sampled and results submitted within 30 days</b>
---	---

<input type="checkbox"/> NC <input checked="" type="checkbox"/> C <input type="checkbox"/> A	<b>Nuisance conditions prohibited</b>
--	---------------------------------------

**Comments:**

<input type="checkbox"/> NI	<b>Sampling methods/lab certification</b>
-----------------------------	---

<input type="checkbox"/> NC <input checked="" type="checkbox"/> C <input type="checkbox"/> A	<b>Representative sampling (Sample type, location, timing)</b>
--	--

<input type="checkbox"/> NC <input checked="" type="checkbox"/> C <input type="checkbox"/> A	<b>Additional sampling (If yes – reported on Discharge Monitoring Report (DMR) and Sample Values)</b>
--	---

<input type="checkbox"/> NC <input checked="" type="checkbox"/> C <input type="checkbox"/> A	<b>Certified lab analyzes samples or field parameters in-house and calibrations compliant</b> <ul style="list-style-type: none"> <li>Certified laboratory name: UC Laboratories - Janesville, Minnesota.</li> </ul>
--	---

	<b>Field parameter analysis: potential of hydrogen (pH)</b> <ul style="list-style-type: none"> <li>Instrument Manufacturer and Model: Hach 40d</li> <li>Calibration procedure and records: Yes</li> <li>Minimum of 2 point calibration: Yes, three point.</li> <li>Buffers current (e.g., not expired): Yes, reused for one week.</li> <li>Calibrated each day of sample: Yes</li> </ul>
--	--

	<b>Field parameter analysis: Dissolved Oxygen (DO)</b> <ul style="list-style-type: none"> <li>Instrument manufacturer and model: YSI 550A</li> <li>Calibration procedure and records: Yes</li> <li>Calibration frequency: One per day, meter procedure.</li> </ul>
--	--

<input type="checkbox"/> NC <input checked="" type="checkbox"/> C <input type="checkbox"/> A	<b>Sample Preservation and Procedures</b> <ul style="list-style-type: none"> <li>Sample Type (e.g. Comp. vs. Grab) compliant with Limits &amp; Monitoring</li> <li>Holding Times (e.g. pH, Total Residual Chlorine (TRC), DO w/in 15 min., etc.)</li> <li>Thermal preservation adequate (<math>\leq 6^{\circ}</math>Celsius)</li> <li>Composite Samples refrigerated during sample collection if applicable</li> <li>Thermometers (Sample Fridge, etc. checked annually w/National Institute of Standards and Technology (NIST))</li> </ul>
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**Comments:** The Regulated Party samples pH from composite sample, they will take direct sample and analyze within 15 minutes going forward.

<input type="checkbox"/> NI	DMRs/sample values/annual reports
<input type="checkbox"/> NC <input checked="" type="checkbox"/> C	<b>Timeliness</b> <ul style="list-style-type: none"> <li>• Reports (Required reports submitted on time)</li> <li>• Sample Values submitted on time</li> <li>• DMRs submitted on time</li> </ul>
<b>Comments:</b> No late over review period.	

Compliance status	Requirement and notes
<input type="checkbox"/> NC <input type="checkbox"/> C <input type="checkbox"/> A	<b>Completing Reports (DMRs, etc. complete and submitted on MPCA approved forms)</b> <b>Accuracy (e.g., Lab data match all DMR values and frequency)</b>
<input type="checkbox"/> NC <input checked="" type="checkbox"/> C	<b>Frequency of sampling (as required by permit, no missed samples)</b>
<input type="checkbox"/> NC <input checked="" type="checkbox"/> C	<b>Effluent limit compliance:</b>

Phosphorus, ammonia, total nitrogen, total Kjeldahl nitrogen (TKN), and N+N for WS001 September 2017, were missed. Per conversation with the MPCA staff, make up samples were not required.

Compliance status	Requirement and notes
<input type="checkbox"/> NC <input type="checkbox"/> C <input type="checkbox"/> A <input checked="" type="checkbox"/> NA	<b>Effluent violation follow-up</b>
<input type="checkbox"/> NI	<b>Record keeping</b>
<input type="checkbox"/> NC <input checked="" type="checkbox"/> C <input type="checkbox"/> A	<b>Maintain records for at least three years and with following:</b> <ul style="list-style-type: none"> <li>• Place, date, time of sample/measurement</li> <li>• Date of analysis</li> <li>• Name of person performing sample/measurement, etc.</li> <li>• Analytical techniques, procedures, and methods used</li> <li>• Results of analysis</li> </ul>
<b>Chain of Custody (COC) forms (completely filled out, available, etc.)</b>	

**Comments:**

**Enforcement actions over the review period:** January 5, 2017, Notice of Violation.

**Compliance schedule progress:** Construction Schedule Complete.

**Biosolids/land application sites:** At the time of inspection, the Regulated Party was in the process of emptying the reed beds. Biosolids are disposed of at a Landfill.

<input type="checkbox"/> NC <input type="checkbox"/> C <input checked="" type="checkbox"/> A	<b>Stormwater</b> <ul style="list-style-type: none"> <li>• Stormwater Pollution Prevention Plan (SWPPP) developed and implemented</li> <li>• Training program developed and implemented</li> <li>• Minimum inspection frequency met and inspection records compliant</li> <li>• Sampling frequency and procedures compliant</li> </ul>
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**Comments:** As a major wastewater facility, the Regulated Party is required to obtain stormwater coverage or certify for no exposure. At the time of inspection the facility was unable to certify for no exposure because the offload of alum does not completely occur within a storm resistant, and curbed shelter. The MPCA will follow up at a later date with coverage options and a timeframe to obtain coverage. More information on industrial stormwater coverage can be found here: <https://www.pca.state.mn.us/water/industrial-stormwater>.

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**Other/Additional comments:** None

Address questions and submittals requested above to:

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Minnesota Pollution Control Agency  
18 Wood Lake Drive Southeast  
Rochester, Minnesota 55904  
507-206-2602  
[steven.speltz@state.mn.us](mailto:steven.speltz@state.mn.us)



CONNECTING & INNOVATING  
SINCE 1913

May 29, 2019

Dear Mayors and Administrators,

We are writing to let you know that the League of Minnesota Cities Board of Directors voted at its May meeting to set a preliminary maximum member dues schedule increase of 3% for the League's 2020 fiscal year that runs from September 1, 2019 through August 31, 2020.

The League's final dues schedule is similar to how your city sets its preliminary levy increase in that it cannot be higher than the maximum that is set. The Board will make its final decision on annual dues when it meets on August 15 to approve the League's FY 2020 budget.

The increase in dues helps to ensure your city will continue to receive high quality, essential services you rely on as well as resources to help meet your changing needs—for example, we'll be adding a new staff position to provide financial outreach and support services. Your dues dollars will also help to fund advocacy efforts on issues like transportation and broadband at the state Capitol and infrastructure in Washington, D.C.; offer valuable in-person and online learning opportunities for your city officials and staff; and provide answers to your questions about laws, statutes, and trending topics.

We take our responsibility to carefully manage member assets very seriously, and we thank you for your continued support of the work we do on your behalf. The League is *your* organization, and we sincerely welcome your feedback and your ideas for how we can better serve your needs. Feel free to contact Dave Unmacht at (651) 281-1205 or [dunmacht@lmc.org](mailto:dunmacht@lmc.org)—and if you find yourself in St. Paul, be sure to stop by the League for a cup of coffee and some conversation.

Heidi K. Omerza  
League of Minnesota Cities President,  
Councilmember, City of Ely

David J. Unmacht  
Executive Director,  
League of Minnesota Cities  
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