

City of Wabasso
Regular Meeting
Monday, January 11, 2021
6:00 pm

REGULAR MEETING


1. Call to order
2. Newly Elected Officials - Oath of Office
3. Approve Agenda
4. EDA Update
 - a. Minutes - 12/2/20 Regular and 12/14/20 Special
 - b. Loan and Checking Balance Report
5. Public Comment *Please limit comments to 3 minutes per person. Items brought before the council will be referred for consideration or action as needed. Council may ask questions for clarification, but no council action or discussion will be held at this time.*
6. Clerk-Treas. /Administrator
 - a. Set Annual Board of Equalization - April 21, 2021 @ 5:00 p.m.
 - b. Redwood County Planning Commission - Public Hearing - Dollar General Rezone - 1/26/21
7. Street Report
8. Water/Wastewater Report
9. Park and Rec Report
10. Appointments
 - a. EDA Board (2)
 - b. Streets
 - c. Buildings
 - d. Water-Wastewater
 - e. Park and Rec.
11. Designations
 - a. Acting Mayor
 - b. Official Newspaper
 - c. Official Depository
 - d. City Attorney
 - e. Regular Meeting dates and time
 - f. Mileage
 - g. City Engineer
 - h. Special Meeting
 - i. Per Diem
 - j. Setting Office Hours
12. Adopt Resolution approving 2021 Fees and Charges
13. Approve Consent Agenda
14. Unfinished Business
15. New Business
 - a. Accept donations from Donald and Catherine Schwarz
16. Correspondence
 - a. Sheriff's reports - December 2020
17. Approve Bills - Add Redwood County Sheriff's December billing - \$2,640.00
18. Adjourn

CONSENT AGENDA

1. **Approve Minutes of the 12/14/20 Regular Meeting**
2. **Adopt Resolution relating to 2021 City Office Closure due to holiday**
3. **Approve Off Sale Liquor License - Brian Baune dba Highway 68 Off Sale**
4. **Adopt Resolution - Pursue Grant Through MnDOT State Aid Local Road Improvement Program - Front Street Between Main and Dewey Streets**

All items on this agenda will be approved with one motion unless a council member asks to have an item removed for discussion.

TO: Whom It May Concern

FROM: Nick Brozek 
Land Use and Zoning Supervisor
Redwood County Environmental Office

DATE: January 7, 2021

RE: Notice of Public Hearing on Rezoning Application



Please find enclosed a *Notice of Public Hearing* regarding an *Application for Rezoning* filed by Dan Purvis of Ratcliffe Development, LLC o/b/o Dollar General and landowner Cletus & Tamara Guetter, pursuant to Redwood County Code of Ordinances Section 153.008, to rezone from "A" Agricultural District to "B-1" Highway Service Business District a 2.64-acre tract described as follows:

The North 560 feet of the East 205 feet of the West 765 feet of the Northwest Quarter of Section 25, Township 111, Range 37, Redwood County, Minnesota, as measured at right angles to the north and west lines thereof.

A public hearing thereon will be held before the Redwood County Planning Commission at the regularly scheduled Planning Commission meeting starting at 1:00 o'clock p.m. on Tuesday, the 26th day of January, 2021. The meeting will be held in the MN West Learning Center at the Redwood County Government Center, 403 South Mill Street, Redwood Falls, MN 56283.

Pursuant to Redwood County Zoning Ordinance, all property owners of record within five hundred (500) feet in incorporated areas and/or one-half (1/2) of a mile of the affected property or the ten (10) properties nearest to the affected property, whichever would provide notice to the greatest number of landowners in the unincorporated areas, the township in which the affected property is located, and all municipalities within two (2) miles of the property are required to be notified in writing of the time and place of the public hearing.

If you have any comments or questions regarding this matter, please contact the Redwood County Environmental Office by telephone at (507) 637-4023, via email at Environmental@co.redwood.mn.us, or in writing at *Redwood County Environmental Office, P.O. Box 130, Redwood Falls, MN 56283.*

Enclosure

Cc: Dan Puris (w/ encl)
Cletus & Tamara Guetter (w/ encl)



**NOTICE OF HEARING
ON APPLICATION FOR REZONING**

An *Application for Rezoning* has been filed by Dan Purvis of Ratcliffe Development, LLC o/b/o Dollar General and landowner Cletus & Tamara Guetter, pursuant to Redwood County Code of Ordinances Section 153.008, to rezone from "A" Agricultural District to "B-1" Highway Service Business District a 2.64-acre tract described as follows:

The North 560 feet of the East 205 feet of the West 765 feet of the Northwest Quarter of Section 25, Township 111, Range 37 West, Redwood County, Minnesota, as measured at right angles to the north and west lines thereof.

A public hearing thereon will be held before the Redwood County Planning Commission at the regularly scheduled Planning Commission meeting starting at 1:00 o'clock p.m. on Tuesday, the 26th day of January, 2021. The meeting will be held in the MN West Learning Center at the Redwood County Government Center, 403 South Mill Street, Redwood Falls, MN 56283.

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DATED: January 7, 2021

Nicholas W. Brozek
Land Use & Zoning Supervisor
Redwood County Environmental Office

CITY OF WABASSO, MN
RESOLUTION No. ____-2021

**Authorizing Grant Application Through MnDOT State Aid
Local Road Improvement Program**

WHEREAS, a high volume of heavy agricultural and commercial traffic and congestion occurs on Front Street from Main Street to Dewey Street in the City of Wabasso.

WHEREAS, the high volume of large farm machinery and trucks entering, exiting, and using Front Street between Main Street to Dewey Street creates an ongoing safety hazard on this street segment and;

WHEREAS, the large number of heavy agricultural and commercial vehicles currently using Front Street from Main Street to Dewey Street has deteriorated the existing bituminous surface on the southern portion of this street segment and;

WHEREAS, the large number of heavy agricultural and commercial vehicles currently using Front Street from Main Street to Dewey Street creates ruts in the existing gravel base surface on the northern portion of this street segment;

WHEREAS, the City of Wabasso is forced to accept and accommodate the heavy agricultural and commercial traffic on Front Street as a "Farm to Market" roadway within the City Limits due to its location between the grain elevator business and Trunk Highway 68 and;

WHEREAS, due to the deteriorated condition of the street surface from years of use by regional heavy farm machinery and trucks and from other local residential traffic, the City of Wabasso intends to reconstruct Front Street for Main Street to Dewey Street and;

WHEREAS, the County of Redwood must act as the sponsor of grants through the MnDOT State Aid Local Road Improvement Program for communities in Redwood County with populations of 5,000 or less.

NOW THEREFORE BE IT RESOLVED, the City of Wabasso City Council will pursue grant funds through the MnDOT State Aid Local Road Improvement Program for said purpose with sponsorship of Redwood County understanding that all costs and the local match share of the grant would be the responsibility of the City of Wabasso.

Passed and approved this 11th day of January 2021

Carol Atkins
Mayor, City of Wabasso

Attest: _____

Larry Thompson
City Clerk, City of Wabasso



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 - e. Park and Rec.
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CONSENT AGENDA

1. Approve minutes of the 12/14/21 Regular Meeting
2. Adopt Resolution relating to 2021 City Office Closure due to holiday
3. Approve Off Sale Liquor License - Brian Baune dba Highway 68 Off Sale

All items on this agenda will be approved with one motion unless a council member asks to have an item removed for discussion.

**City of Wabasso
Regular Meeting
Monday, January 11, 2021
Agenda Report**

1. Appointments (made by motion of the Council). The following appointments were made for 2020:
 - a. Streets Rachel Ingebretson
 - b. Buildings Wade McKittrick
 - c. Water/Wastewater Steve Burns
 - d. Park and Rec Carole Remiger

2. Designations (made by motion of the Council). The following designations were made for 2020:
 - a. Acting Mayor Rachel Ingebretson
 - b. Newspaper Wabasso Standard
 - c. Official Depository Wanda State Bank, Integrity Bank Plus and First Independent Bank- Lucan
 - d. City Attorney Novak Law Office, Quarntstrom & Doering
 - e. Meeting Date and Time 2nd Monday of month at 6 pm
 - f. Mileage \$.575 per mile
 - g. City Engineer Case by Case
 - h. Special Meetings \$25.00
 - i. Per Diem \$ 75.00
 - j. It is recommended the Clerk's published office hours be set as follows:
 - a. Monday through Thursday 7:30 – 4:30
 - b. Friday 7:30 – 1:00

My normal hours are Monday through Friday 7:30 to 5:00 with a 1/2 hour lunch break which I take at my desk. There are time however that I will take off early on Friday due to excessive hours due to meetings or special projects. The hours will be published on the city web site and Facebook page.

Rachel Ingebretson and Carole Remiger will need to be replaced as appointments.

Quarntstrom and Doering law firm were kept on during the transition to Novak while they completed ongoing cases. I don't believe they have handled any city business during the past two years so I would recommend just Novak Law Office be appointed as city attorney.

3. 2021 Fees and charges. I am recommending the City Council adopt fees and charges by resolution on an annual basis for the following reasons:
 - a. It will require the council to review all fees and charges on an annual basis. The council may discover fees and charges that may no longer be applicable, and the council can review if the charges are appropriate.
 - b. It will create a ready reference for the council, staff and public.

It is recommended fees remain the same except for sewer service fees. As noted in the budget, fees will need to be increased at least 10% for the Sanitary Sewer Rehab project. While it is not anticipated the higher fees will be necessary during 2021 as the additional debt service will not kick in until after 2021, it will allow the city to begin building a fund balance in anticipation and reduce some of the sticker shock if the fees are increased at one time.

4. Accept donation – Donald and Catherine Schwarz. The Fire Department, Ambulance Association and Library will be sending a note of appreciation. I will send a thank you on behalf of the City Council.
5. Sheriff's report – Enclosed

6. Resolution setting city holiday schedule attached per personnel policy.

7. Brian Baune liquor license and certificate of insurance attached. Mr. Baune has paid the \$100.00 fee.

NOTE: Under the bills there is a check request for the Fire Department for a \$1,500.00 payment to Karin Anderson who is a grant writing consultant. She is in the process of preparing a FEMA Grant for funding of self contained breathing apparatus (SCBA) and a new compressor. Total estimated cost is over \$100,000. The breathing apparatus and compressor are nearing obsolescence and we do not have the money in the budget. There is a tight timeline to apply, and Fire Chief Troy Welch asked if the city would commit to payment so the consultant could start working of the grant. Troy had indicated that the Fire Department would pay for the expense if the City Council decided not to fund the consultant's fees. I feel it is a worthwhile expenditure given the grant is 100% and would recommend the Council approve the expenditure.

REDWOOD COUNTY SHERIFF'S OFFICE

Randy Hanson, Sheriff

303 E. Third Street - PO Box 47
Redwood Falls, MN 56283-0047

Phone: 507-637-4036 Fax: 507-637-1348
Email: sheriff@co.redwood.mn.us

Date: **01/05/2021**

To: **City of Wabasso**

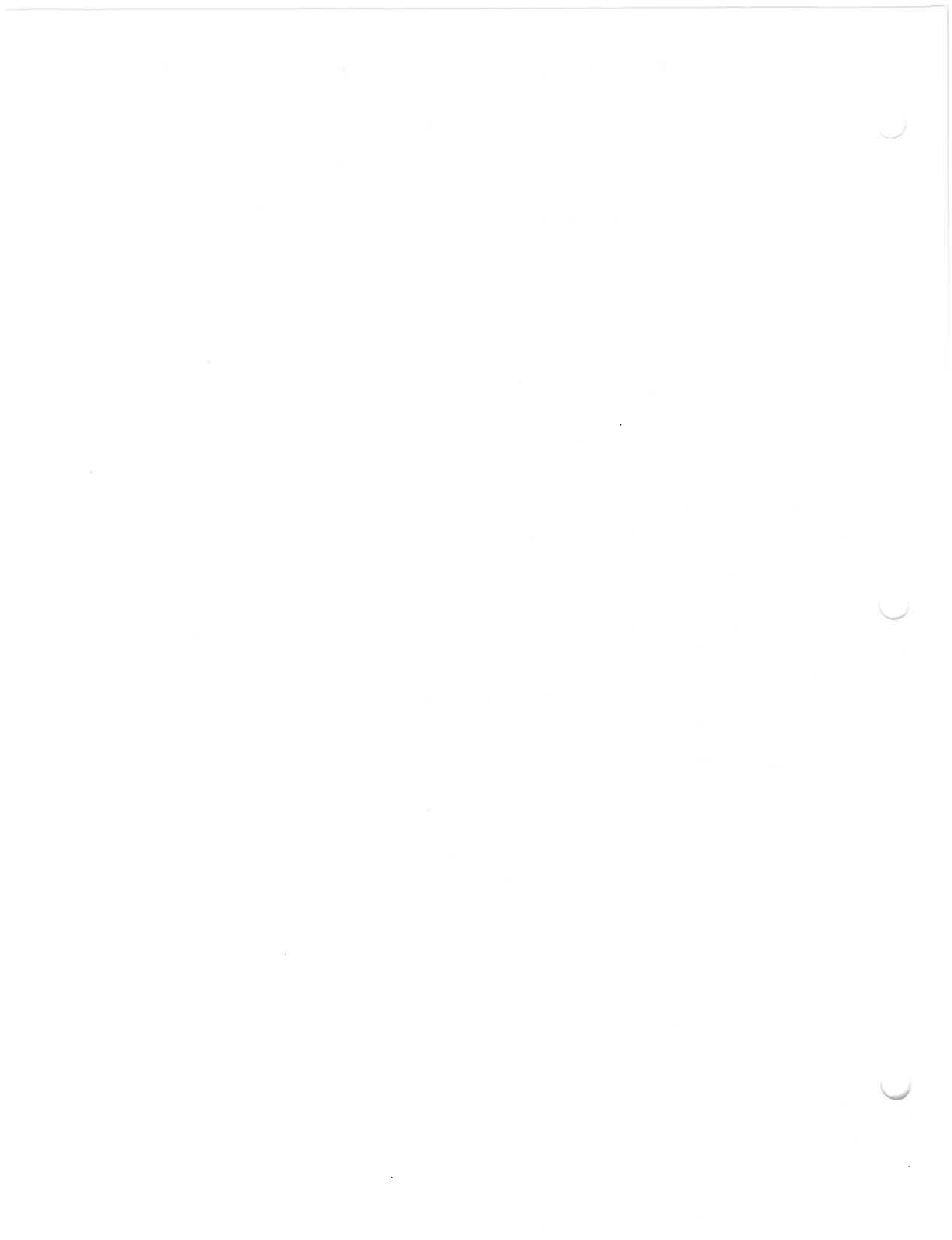
From: **Sheriff – Randy Hanson**

RE: **Activity for December 2020**

During the month of December deputies performed regular patrol in the City of Wabasso. Below is a list of the calls the deputies responded to:

- **Responded to Call – Traffic – VW – expired registration**
- **Responded to Call - Alarm - 2**
- **Responded to Call - Traffic – VW – Speed - 3**
- **Responded to Call - Traffic – Citation - Speed**
- **Responded to Call - Vulnerable Adult - 3**
- **Responded to Call - Criminal Damage to Property**
- **Responded to Call - Suspicious – 3**
- **Responded to Call - Harassment**
- **Responded to Call - Theft**
- **Responded to Call - Disturbance**

If you have any questions, please feel free to contact me.



STATEMENT

In Account With

**SHERIFF OF REDWOOD COUNTY
PO Box 47
Redwood Falls, MN 56283-0047**

DATE: 01/05/2021

TO: City of Wabasso
PO Box 60
Wabasso, MN 56293

<u>Date</u>	<u>Type of Service</u>	<u>Amount Due</u>
Law Enforcement Coverage – per contract		
11/30/20 – 12/06/20	15 hrs. @ \$ 44.00	\$ 660.00
12/07/20 – 12/13/20	15 hrs. @ \$ 44.00	660.00
12/14/20 – 12/20/20	15 hrs. @ \$ 44.00	660.00
12/21/20 – 12/28/20	15 hrs. @ \$ 44.00	660.00
TOTAL DUE		\$ 2,640.00

Please return a copy of this statement with your payment.

An Equal Opportunity Employer
All of the above charges are County property & must be paid at time of billing.

REDWOOD COUNTY SHERIFF'S OFFICE

Randy Hanson, Sheriff

303 E. Third Street - PO Box 47
Redwood Falls, MN 56283-0047

Phone: 507-637-4036 Fax: 507-637-1348
Email: sheriff@co.redwood.mn.us

Date: 01/05/2021
To: City of Wabasso
From: Sheriff – Randy Hanson
RE: Activity for December 2020

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- Responded to Call - Criminal Damage to Property
- Responded to Call - Suspicious – 3
- Responded to Call - Harassment
- Responded to Call - Theft
- Responded to Call - Disturbance

If you have any questions, please feel free to contact me.



Wabasso EDA
Regular Meeting
Wednesday, December 2, 2020
5 pm

The meeting was called to order at 5 pm with Board Members Pat Eichten, Carole Remiger, Rachel Ingebretson and Karl Guetter in attendance. Chuck Robasse was absent.

Also present were Larry Thompson and Pat Dingels (via telephone.)

The Minutes of the November 4, 2020 regular meeting and November 20, 2020 special meeting were approved on a motion by Ingebretson, second by Remiger.
Eichten-yes, Remiger-yes, Guetter-yes, Ingebretson-yes.

Mr. Thompson informed the board that due to a schedule conflict, the representative from APX Construction would not be attending the meeting to discuss the duplex project but would attend the January meeting.

The board considered the Eastvail 4th Addition covenants. Mr. Thompson noted that the following changes had been made per discussion at the last meeting:

- Article 5 – Term: Change Three-fourths to Two-thirds.
- Article 2.3.4 – Last sentence: Correct typo
- Article 2.1.1 – Delete “single family” from use of the Real Property

It was also noted the typo on the last page (MINNEOSTA) should be corrected.

Motion by Guetter, second by Ingebretson to approve the Eastvail 4th Addition Restrictive and Protective Covenants.

Eichten-yes, Remiger-yes, Guetter-yes, Ingebretson-yes.

Motion by Guetter, Second by Ingebretson to direct the EDA Attorney to draft and present a Purchase Agreement for the sale of Lot 3 and Block 4, Block 1, Eastvail Fourth Addition to Ryan and Abby Ricketts for the terms set forth in the memo from Mr. Thompson to Ryan and Abby Ricketts dated 11/5/20 with the addition of \$1,000.00 earnest money deposit.

Eichten-yes, Remiger-yes, Guetter-yes, Ingebretson-yes.

Mr. Thompson informed the board the Roger Anderson had agreed to lease Unit 2 in the Dewey Street 5-plex. Mr. Thompson added that Mr. Anderson had placed a \$700.00 deposit but had not yet signed the lease.

The board noted that Dan Baune had started work on the Eastvail 2nd Addition House, and it would be meeting on 12/14/20 to finalize action.

The board discussed the status of Dollar General. While there was discussion and speculation regarding property abutting the city on Highway 68, no official application had been made.

Motion by Ingebretson, second by Remiger, to approve the Treasurer's Report.
Eichten-yes, Remiger-yes, Guetter-yes, Ingebretson-yes.

Motion by Remiger, Second by Ingebretson to approve the bills as follows:

- Carlos Ambritz Dewey Street Apts. #2 – Painting \$ 850.00
- Minnwest Bank Dewey Street Loan payment \$2,000.00

Eichten-yes, Remiger-yes, Guetter-yes, Ingebretson-yes.

The meeting was adjourned at 5:45 p.m.

**Wabasso EDA
Special Meeting
Monday, December 14, 2020
5:45 pm**

The meeting was called to order at 5:45 pm with Board Members Pat Eichten, Carole Remiger and Rachel Ingebretson in attendance.

Also present were Larry Thompson, Matt Novak, Mayor Carol Atkins, Councilmember Steve Burns and Jeff Olson.

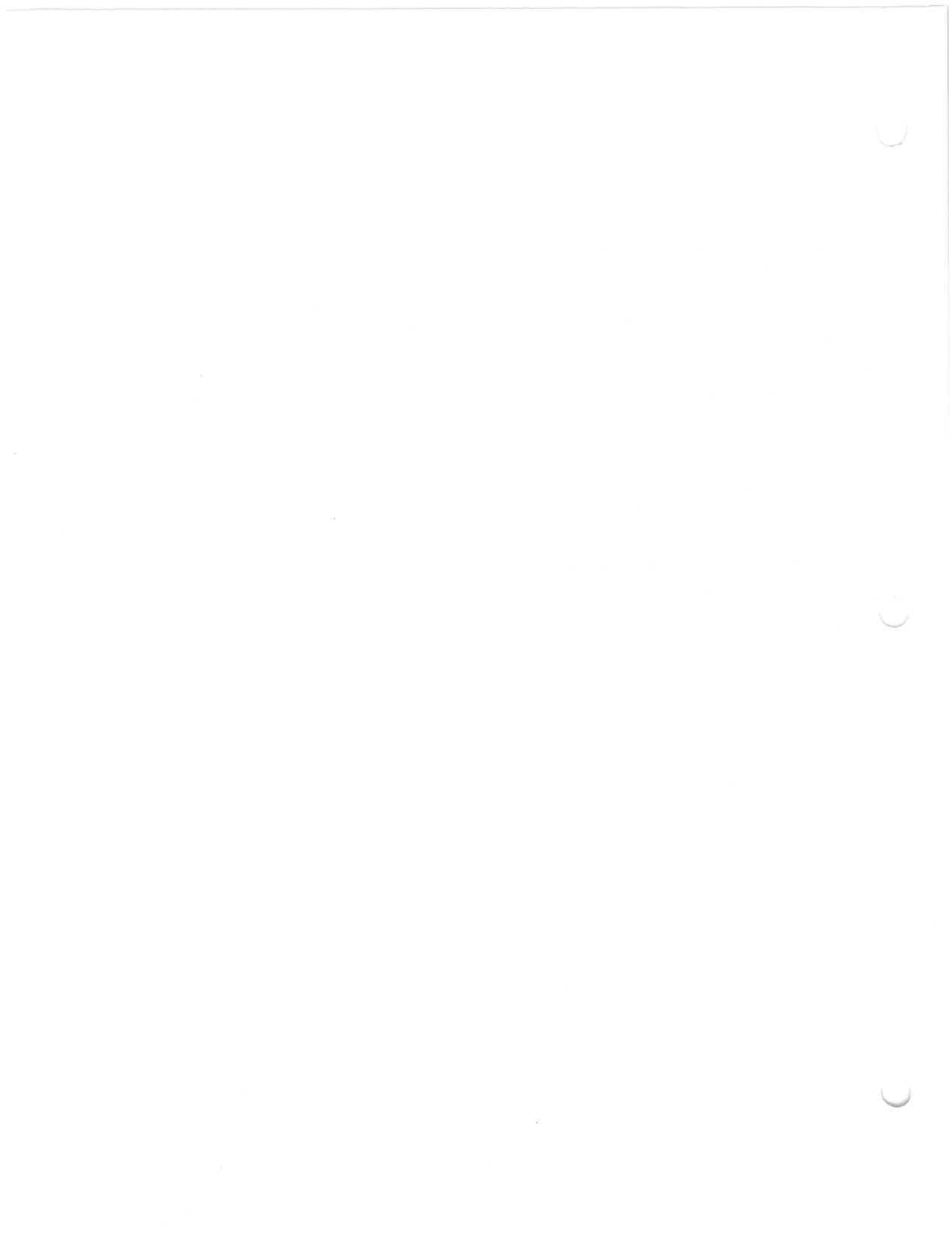
The purpose of the meeting was to conduct a public hearing to consider the sale of Lot 2, Block 1, Eastvail Second Addition to Dan Baune.

Chairman Eichten opened the public hearing for public comment. There being no one from the public who wished to be heard, Mr. Eichten closed the hearing.

Motion Remiger, second by Ingebretson to adopt a resolution approving the sale of Lot 2, Block 1 Eastvail Second Addition to Dan Baune.

Eichten – yes; Ingebretson – yes; Remiger – yes.

The meeting was adjourned at 5:55 p.m.



E Monthly Payment Schedule
as of 12/31/2020

<u>Name</u>	<u>Pmt Due</u>	<u>Pmt Amt</u>	<u>Int</u>	<u>Prin Amt</u>		<u>Maturity Date</u>	<u>Date of Last Payment</u>	<u>Next Payment Due</u>
Bart Properties Llc	14th	\$ 482.80	3%	\$ 26,869.95	EDA II	7/14/2025	12/1/2020	1/1/2021
DEEM, Inc	21st	\$ 482.80	3%	\$ 27,380.58	EDA	5/21/2025	5/19/2020	1/1/2021
DEEM, Inc	21st	\$ 357.27	3%	\$ 19,924.30	EDA	5/21/2025	6/19/2020	1/1/2021
Jonti-Craft	25th	\$ 3,886.28	2.5%	\$ 208,665.83	EDA	9/25/2025	12/7/2020	1/25/2021
Jonti-Craft	25th	\$ 120.19	2.5%	\$ 6,560.37	EDA II	9/25/2025	11/17/2020	1/25/2021
Jenniges Gas & Diesel	8th	\$ 500.00	1%	\$ 15,675.54	EDA	12/8/2023	12/11/2020	1/8/2021
Jenniges Gas & Diesel	14th	\$ 300.00	3%	\$ 18,035.66	EDA	12/11/2020	12/11/2020	1/14/2021
Wabasso Eletric Motor LLC	6th	\$ 250.52	3%	\$ 12,498.65	EDAI	8/6/2024	6/29/2020	1/1/2021
Matt Novak	1st	\$ 362.10	3%	\$ 21,109.00	EDA II	8/4/2026	12/1/2020	1/4/2021
Chad Ruprecht	21st	\$ 289.68	3%	\$ 20,206.55	EDA II	5/21/2028	12/29/2020	1/21/2021
Safe Storage 2	5th	\$ 482.80	3%	\$ 40,740.30	EDA	10/5/2028	10/5/2020	1/1/2021
Mid County Ag Services	20th	\$ 241.40	3%	\$ 20,745.83	EDA I	11/20/2028	12/23/2020	1/20/2021
Totals		\$ 7,755.84		\$ 438,412.56				

EDAI Daily Savings	\$ 298,491.77	FROM MONTHLY BANK STATEMENTS
EDAI Daily Savings	\$ 70,050.24	FROM MONTH
EDA-WDC	\$ 39,796.02	FROM MONTHLY BANK STATEMENTS
	\$ 408,338.03	

EDA General Fund

Beginning Balance		\$ 49,563.70
Plus Deposits Outstanding		
interest		\$ 1.98
LMCIT Insurance Dividend		\$ 1,008.90
Less Outstanding Checks - B&M Plat		\$ -
Ending Balance		<u>\$ 50,574.58</u>

CD # 115009 renewal 12-9-19		\$ 28,446.81
CD #33649		\$ 50,186.34
		<u>\$ 78,633.15</u>
CD Total		
EDA General Total		<u>\$ 129,207.73</u>

EDA Dewey Street

Beginning Balance		\$ 70,074.14
Plus Deposits Outstanding	interest	
	rents	\$ 675.00
	interest	
Less Checks /Outstanding		
Minnwest	Loan	\$ 2,000.00
Carlos Ambry	Painting	\$ 850.00
		<u>\$ 67,899.14</u>

EDA Eastvail Sales Account	Starting Balance	\$ 13,357.58
		\$ 20,215.20
		\$ 33,572.78

Dewey Street Townhomes Loan	5/29/2020	\$ 42,491.48	2.8 % interest
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RESOLUTION No. ____-2021

**A RESOLUTION APPROVING 2021 WABASSO
CITY FEES AND CHARGES**

WHEREAS, the Wabasso City Council has by ordinance or policy established fees and charges for various services or ordinance violations, and

WHEREAS, it is in the interest of the City to review and adopt these charges on an annual basis.

NOW, THEREFORE, the Wabasso City Council establishes City fees and charges for 2021 as stated in Attachment A and Attachment B which is consistent with fees and charges established by City Ordinance.

Carol, Atkins Mayor

Attest:

Larry J Thompson, City Clerk

**CITY OF WABASSO
2021 CITY FEES AND CHARGES**

Attachment A

UTILITIES

Sewer

	Current	Proposed	
Base Rate:	\$ 29.75	\$ 32.73	/Month
Flow Rate:	\$ 5.95	\$ 6.55	/1,000 Gallons
Access Charge:	\$800.00	\$ 800.00	/New Service Connection

Water

Base Rate:	\$ 29.23	\$ 29.23	/Month
Flow Rate:	\$ 3.76	\$ 3.76	/1,000 Gallons
Access Charge:	\$ 1,600.00	\$ 1,600.00	/New Service Connection
Seasonal Shutoff	\$ 35.00	\$ 35.00	
Delinquency Shutoff	\$ 100.00	\$ 100.00	

Sanitation

35 Gallon	\$ 9.82	\$ 9.82	/Month
65 Gallon	\$ 11.99	\$ 11.99	/Month
95 Gallon	\$ 14.70	\$ 14.70	/Month
Dumpster 1 1/2 Yd.	\$ 71.34	\$ 71.34	/Dump
Dumpster 4 Yd.	\$ 93.29	\$ 93.29	/Dump
Dumpster 6 Yd.	\$ 115.24	\$ 115.24	/Dump

AMBULANCE

ALS	\$ 1,300.00	\$ 1,300.00	/Run
BLS	\$ 1,000.00	\$ 1,000.00	/Run
Mileage	\$ 20.00	\$ 20.00	/Transport

BEGINNING CONSTRUCTION WITHOUT A PERMIT

Surcharge	\$ 350.00	\$ 350.00	/per occurrence
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COMMUNITY CENTER (See Attachment B)

FIRE

Fire Call	\$ 750.00	\$ 750.00	
Accident Call	\$ 324.00	\$ 324.00	
Control Burn - CRP Burn	\$ 30.00	\$ 30.00	/Acre
Control Burn - Other	Fee based on type and size		

STREET

Snow Ord. Violation	\$ 120.00	\$ 120.00	/violation
School Parking Lot	\$ 75.00	\$ 75.00	
Mowing	\$ 75.00	\$ 75.00	/hr

LIQUOR, BEER AND CLUB

Liquor On-Sale	\$ 900.00	\$ 900.00	Annual
Sunday On - Sale	\$ 200.00	\$ 200.00	Annual
Liquor Off-Sale	\$ 100.00	\$ 100.00	Annual
Beer On-Sale	\$ 75.00	\$ 75.00	Annual
Temp. Beer On-Sale	\$ 10.00	\$ 10.00	/Day
Tem. Liquor On-Sale	\$ 25.00	\$ 25.00	/Day

MISCELLANEOUS

Golf Cart	\$ 20.00	\$ 20.00	Annual
Animal	\$ 5.00	\$ 5.00	Annual
Animal	\$ 20.00	\$ 20.00	Late Fee

Wabasso Community Center

ATTACHMENT B

Community Center Rates

For Weddings:

For 2 days	\$	300.00
Additional day	\$	100.00
Clean up	\$	200.00
damage deposit	\$	100.00

Nonrefundable Fee to hold date for wedding \$ 100.00

Contracts need to be returned within 90 days of
being received with the hold fee

Payment in full is due 90 days prior to event

All other events:

Rent of Rooms	A	\$	35.00
	B	\$	45.00
	C	\$	35.00
	D	\$	35.00
	K	\$	40.00
	K 2	\$	40.00

Clean up	A	\$	45.00
	B	\$	55.00
	C	\$	45.00
	D	\$	45.00

entire facility \$ 200.00

Damage deposit for all \$ 100.00

Set Up \$40 per 100 guests up to \$150

Free users cleanup fee if needed \$25.00 per hour

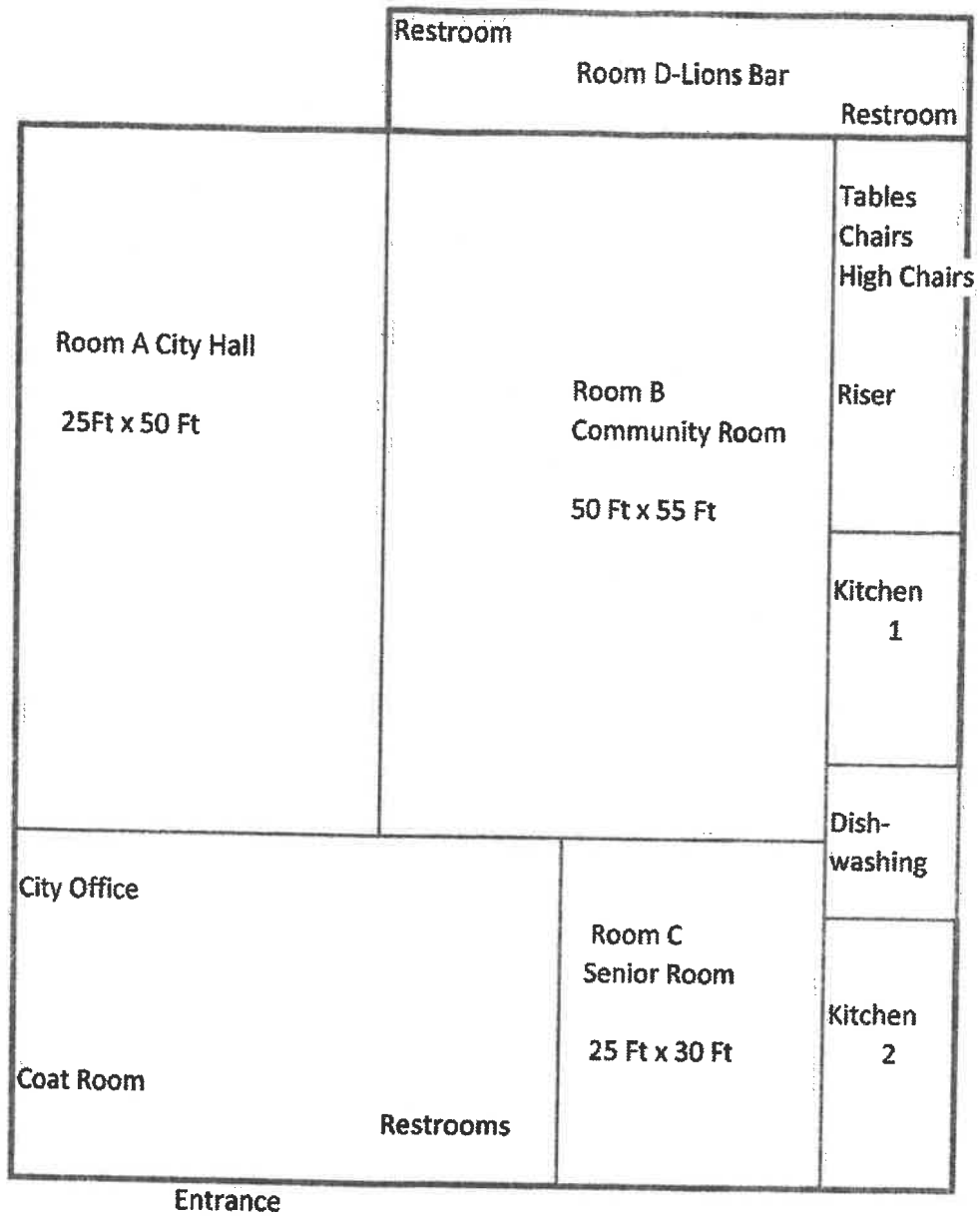
Contracts need to be returned to the appropriate parties as stated
on contracts:

Events with Lions Bar: minimum of 30 days prior to event

Events without Lions Bar: minimum of 10 days prior to event

Signed contracts needed for all events that involve the raising of funds

ATTACHMENT B (Cont.)



REDWOOD COUNTY SHERIFF'S OFFICE

Randy Hanson, Sheriff

303 E. Third Street - PO Box 47
Redwood Falls, MN 56283-0047

Phone: 507-637-4036

Fax: 507-637-1348

Email: sheriff@co.redwood.mn.us

Date: 12/01/2020
To: City of Wabasso
From: Sheriff – Randy Hanson
RE: Activity for November 2020

During the month of November deputies performed regular patrol in the City of Wabasso. Below is a list of the calls the deputies responded to:

- Responded to Call – Gas Drive off
- Responded to Call - Driving Complaint – School bus arm violation
- Responded to Call - Traffic – VW – No proof of insurance (2)
- Responded to Call - Traffic – VW - speed (6)
- Responded to Call - Domestic
- Responded to Call - Theft

If you have any questions, please feel free to contact me.



City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
Claim Nbr 1544							
ARVIG COMMUNICATION SYSTE	AMBULANCE	42153	Ambulance	321	Telephone	\$87.79	1544
Claim Nbr 1544						\$87.79	
Claim Nbr 1545							
BOUND TREE MEDICAL	AMBULANCE	42153	Ambulance	209	Other Office Supplies	\$52.20	1545
Claim Nbr 1545						\$52.20	
Claim Nbr 1546							
CENTRACARE HEALTH	AMBULANCE	42153	Ambulance	211	ALS Intercept	\$200.00	1546
Claim Nbr 1546						\$200.00	
Claim Nbr 1547							
EFAX CORPORATE	AMBULANCE	42153	Ambulance	325	Fax Service	\$36.49	1547
Claim Nbr 1547						\$36.49	
Claim Nbr 1548							
GRAMSTAD LUMBER COMPANY	AMBULANCE	42153	Ambulance	500	Capital Outlay (GENERAL	\$107.41	1548
Claim Nbr 1548						\$107.41	
Claim Nbr 1549							
LMCIT BERKLEY RISK SERVICES	AMBULANCE	42153	Ambulance	361	General Liability Ins	\$1,155.00	1549
LMCIT BERKLEY RISK SERVICES	AMBULANCE	42153	Ambulance	151	Worker s Comp Insurance	\$4,680.85	1549
Claim Nbr 1549						\$5,835.85	
Claim Nbr 1550							
MEADOWLAND FARMERS CO-OP	AMBULANCE	42153	Ambulance	212	Motor Fuels	\$104.34	1550
MEADOWLAND FARMERS CO-OP	AMBULANCE	42153	Ambulance	383	Heat	\$145.63	1550
Claim Nbr 1550						\$249.97	
Claim Nbr 1551							
REDWOOD ELECTRIC COOP	AMBULANCE	42153	Ambulance	381	Electricity	\$55.60	1551
Claim Nbr 1551						\$55.60	
Claim Nbr 1552							
RUNNING SUPPLY INC	AMBULANCE	42153	Ambulance	209	Other Office Supplies	\$48.35	1552
Claim Nbr 1552						\$48.35	
Claim Nbr 1553							
VERIZON WIRELESS	AMBULANCE	42153	Ambulance	321	Telephone	\$106.04	1553

City of Wabasso

City of Wabasso-Vendor Claims

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Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
Claim Nbr 1553						\$106.04	
Claim Nbr 3853							
ELECTRIC MOTOR COMPANY	FIRE	42200	Fire	500	Capital Outlay (GENERAL	\$430.48	3853
Claim Nbr 3853						\$430.48	
Claim Nbr 3854							
EMERGENCY APPARATUS MAINT.	FIRE	42200	Fire	306	Service Contract	\$1,913.97	3854
Claim Nbr 3854						\$1,913.97	
Claim Nbr 3855							
GRAMSTAD LUMBER COMPANY	FIRE	42200	Fire	500	Capital Outlay (GENERAL	\$107.41	3855
Claim Nbr 3855						\$107.41	
Claim Nbr 3856							
JENNIGES GAS & DIESEL INC	FIRE	42200	Fire	404	Repairs/Maint Machinery/	\$88.31	3856
Claim Nbr 3856						\$88.31	
Claim Nbr 3857							
KARIN ANDERSON GRANT WRITTI	FIRE	42200	Fire	307	consulting fees	\$1,500.00	3857
Claim Nbr 3857						\$1,500.00	
Claim Nbr 3858							
LMCTT BERKLEY RISK SERVICES	FIRE	42200	Fire	151	Worker s Comp Insuranc	\$1,935.66	3858
LMCTT BERKLEY RISK SERVICES	FIRE	42200	Fire	361	General Liability Ins	\$2,000.50	3858
Claim Nbr 3858						\$3,936.16	
Claim Nbr 3859							
MEADOWLAND FARMERS CO-OP						\$0.00	3859
MEADOWLAND FARMERS CO-OP	FIRE	42200	Fire	383	Heat	\$145.63	3859
Claim Nbr 3859						\$145.63	
Claim Nbr 3860							
REDWOOD ELECTRIC COOP	FIRE	42200	Fire	381	Electricity	\$55.60	3860
Claim Nbr 3860						\$55.60	
Claim Nbr 53483							
ARVIG COMMUNICATION SYSTE	GENERAL FUND	41400	City Clerk	325	Fax Service	\$40.51	53483
ARVIG COMMUNICATION SYSTE	SEWER FUND	49450	Sewer (GENERAL)	321	Telephone	\$102.48	53483
ARVIG COMMUNICATION SYSTE	WATER FUND	49400	Water Utilities (GE	321	Telephone	\$45.42	53483
ARVIG COMMUNICATION SYSTE	GENERAL FUND	41400	City Clerk	321	Telephone	\$142.17	53483

City of Wabasso

City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
ARVIG COMMUNICATION SYSTE Claim Nbr 53483	SEWER FUND	49450	Sewer (GENERAL)	321	Telephone	\$41.47 \$372.05	53483
BAUNE PLUMBING & HEATING Claim Nbr 53484	GENERAL FUND	41940	Community Center	223	Building Repair Supplies	\$166.94	53484
BAUNE PLUMBING & HEATING Claim Nbr 53484	SEWER FUND	49450	Sewer (GENERAL)	227	Utility Maint Supplies	\$167.00 \$333.94	53484
BLUE TARP FINANCIAL, INC Claim Nbr 53485	GENERAL FUND	43110	Street Depart-Sho	221	Equipment Parts	\$24.55 \$24.55	53485
ELECTRIC MOTOR COMPANY Claim Nbr 53486	GENERAL FUND	43100	Hwys, Streets, & R	500	Capital Outlay (GENERAL)	\$861.76 \$861.76	53486
ENVIRONMENTAL EQUIPMENT Claim Nbr 53487	GENERAL FUND	43100	Hwys, Streets, & R	404	Repairs/Maint Machinery/	\$696.20 \$696.20	53487
HAWKINS WATER TREATMENT G Claim Nbr 53488	WATER FUND	49400	Water Utilities (GE	216	Chemicals and Chem Pro	\$10.00 \$10.00	53488
KIBBLE EQUIPMENT Claim Nbr 53489	GENERAL FUND	43100	Hwys, Streets, & R	215	Shop Supplies	\$125.05 \$125.05	53489
LARRY THOMPSON Claim Nbr 53490	GENERAL FUND	41400	City Clerk	321	Telephone	\$50.00 \$50.00	53490
LMCIT BERKLEY RISK SERVICES Claim Nbr 53491	GENERAL FUND	41000	General Governme	151	Worker s Comp Insuranc	\$6,495.43	53491
LMCIT BERKLEY RISK SERVICES	WATER FUND	49400	Water Utilities (GE	151	Worker s Comp Insuranc	\$506.16	53491
LMCIT BERKLEY RISK SERVICES	SEWER FUND	49450	Sewer (GENERAL)	151	Worker s Comp Insuranc	\$579.78	53491
LMCIT BERKLEY RISK SERVICES	GENERAL FUND	41940	Community Center	361	General Liability Ins	\$12,248.50	53491
LMCIT BERKLEY RISK SERVICES	GENERAL FUND	41940	Community Center	361	General Liability Ins	\$1,674.00	53491
LMCIT BERKLEY RISK SERVICES	GENERAL FUND	45170	Athletic Field	361	General Liability Ins	\$3,689.00	53491
LMCIT BERKLEY RISK SERVICES Claim Nbr 53491	GENERAL FUND	45180	Baseball Field	361	General Liability Ins	\$2,728.00 \$27,920.87	53491

City of Wabasso

City of Wabasso-Vendor Claims

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Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
Claim Nbr 53492							
MARCO	GENERAL FUND	41400	City Clerk	414	Data Processing Equip Re	\$170.39	53492
Claim Nbr 53492							
Claim Nbr 53493							
MARY K SMITH	GENERAL FUND	41400	City Clerk	307	consulting fees	\$817.50	53493
Claim Nbr 53493							
Claim Nbr 53494							
MEADOWLAND FARMERS CO-OP	GENERAL FUND	43100	Hwys, Streets, & R	212	Motor Fuels	\$890.10	53494
MEADOWLAND FARMERS CO-OP	SEWER FUND	49450	Sewer (GENERAL)	212	Motor Fuels	\$36.37	53494
MEADOWLAND FARMERS CO-OP	GENERAL FUND	43110	Street Depart-Sho	383	Heat	\$436.80	53494
MEADOWLAND FARMERS CO-OP	WATER FUND	49400	Water Utilities (GE	212	Motor Fuels	\$36.38	53494
Claim Nbr 53494							
Claim Nbr 53495							
MIKE REMINGER	GENERAL FUND	43100	Hwys, Streets, & R	321	Telephone	\$50.00	53495
MIKE REMINGER	GENERAL FUND	43100	Hwys, Streets, & R	215	Shop Supplies	\$6.96	53495
Claim Nbr 53495							
Claim Nbr 53496							
MVTL LABORATORIES	SEWER FUND	49450	Sewer (GENERAL)	387	Testing	\$89.24	53496
MVTL LABORATORIES	SEWER FUND	49450	Sewer (GENERAL)	387	Testing	\$210.74	53496
MVTL LABORATORIES	SEWER FUND	49450	Sewer (GENERAL)	387	Testing	\$79.24	53496
Claim Nbr 53496							
Claim Nbr 53497							
NAPA	GENERAL FUND	43100	Hwys, Streets, & R	220	Repair/Maint Supply (GE	\$65.94	53497
Claim Nbr 53497							
Claim Nbr 53498							
NORTHERN BUSINESS PRODUCT	GENERAL FUND	41400	City Clerk	209	Other Office Supplies	\$37.99	53498
Claim Nbr 53498							
Claim Nbr 53499							
NORTHLAND TRUST SERVICES	TIF 1-5 2005A TIF	47500	Fiscal Agent s Fee	620	Fiscal Agent s Fees	\$495.00	53499
NORTHLAND TRUST SERVICES	WATER FUND	49450	Sewer (GENERAL)	620	Fiscal Agent s Fees	\$165.00	53499
NORTHLAND TRUST SERVICES	2016A REFUNDIN	47110	Bond Principal	601	Debt Srv Bond Principal	\$36,000.00	53499
NORTHLAND TRUST SERVICES	GO TAX ABATEME	47110	Bond Principal	611	Bond Interest	\$1,687.50	53499
NORTHLAND TRUST SERVICES	TIF 1-5 2005A TIF	47210	Interest on Bonds	611	Bond Interest	\$4,665.00	53499

City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
NORTHLAND TRUST SERVICES	2013 REFUNDING	47110	Bond Principal	601	Debt Srv Bond Principal	\$35,000.00	53499
NORTHLAND TRUST SERVICES	2013 REFUNDING	47210	Interest on Bonds	611	Bond Interest	\$3,693.75	53499
NORTHLAND TRUST SERVICES	2013 REFUNDING	47210	Interest on Bonds	620	Fiscal Agent's Fees	\$495.00	53499
NORTHLAND TRUST SERVICES	TIF 1-5 2005A TIF	47122	TIF Bonds	601	Debt Srv Bond Principal	\$40,000.00	53499
Claim Nbr 53499						\$122,201.25	
Claim Nbr 53500							
PAUL PLAETZ	SEWER FUND	49450	Sewer (GENERAL)	321	Telephone	\$25.00	53500
PAUL PLAETZ	WATER FUND	49400	Water Utilities (GE	321	Telephone	\$25.00	53500
Claim Nbr 53500						\$50.00	
Claim Nbr 53501							
QUADIENT FINANCE USA, INC	GENERAL FUND	41400	City Clerk	322	Postage	\$756.45	53501
Claim Nbr 53501						\$756.45	
Claim Nbr 53502							
R & E SANITATION INC	REFUSE (GARBAG	49500	Refuse/Garbage (384	Refuse/Garbage Disposal	\$46.00	53502
Claim Nbr 53502						\$46.00	
Claim Nbr 53503							
REDWOOD ELECTRIC COOP	WATER FUND	49400	Water Utilities (GE	381	Electricity	\$142.00	53503
REDWOOD ELECTRIC COOP	SEWER FUND	49450	Sewer (GENERAL)	381	Electricity	\$40.00	53503
REDWOOD ELECTRIC COOP	WATER FUND	49400	Water Utilities (GE	381	Electricity	\$715.00	53503
REDWOOD ELECTRIC COOP	GENERAL FUND	41940	Community Center	381	Electricity	\$27.00	53503
REDWOOD ELECTRIC COOP	GENERAL FUND	43160	Street Lighting	381	Electricity	\$16.00	53503
REDWOOD ELECTRIC COOP	GENERAL FUND	41940	Community Center	381	Electricity	\$404.00	53503
REDWOOD ELECTRIC COOP	GENERAL FUND	45200	Parks (GENERAL)	381	Electricity	\$27.00	53503
REDWOOD ELECTRIC COOP	GENERAL FUND	45170	Athletic Field	381	Electricity	\$92.00	53503
REDWOOD ELECTRIC COOP	GENERAL FUND	43160	Street Lighting	381	Electricity	\$963.00	53503
REDWOOD ELECTRIC COOP	GENERAL FUND	43110	Street Depart-Sho	381	Electricity	\$166.80	53503
REDWOOD ELECTRIC COOP	SEWER FUND	49450	Sewer (GENERAL)	381	Electricity	\$2,560.00	53503
Claim Nbr 53503						\$5,152.80	
Claim Nbr 53504							
RUNNING SUPPLY INC	GENERAL FUND	45180	Baseball Field	210	Operating Supplies (GEN	\$29.30	53504
Claim Nbr 53504						\$29.30	
Claim Nbr 53505							
SALFER WELDING & MFG	GENERAL FUND	43100	Hwys, Streets, & R	220	Repair/Maint Supply (GE	\$16.79	53505
Claim Nbr 53505						\$16.79	

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Checks for Month

December 2020

0100 General Checking Begin Mth \$839,613.46

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	20201201UB0	12/1/2020	\$1,099.22	20201201UB0	UB Receipt Serv 1 Water R	\$840,712.68
Deposit	120220TAX	12/1/2020	\$268,079.47	120220TAX	Tax Levy	\$1,108,792.15
Deposit	20201202UB0	12/2/2020	\$1,469.63	20201202UB0	UB Receipt Serv 1 Water R	\$1,110,261.78
Deposit	20201203UB0	12/3/2020	\$951.24	20201203UB0	UB Receipt Serv 1 Water R	\$1,111,213.02
Deposit	20201204UB0	12/4/2020	\$1,198.24	20201204UB0	UB Receipt Serv 1 Water R	\$1,112,411.26
Deposit	20201210UB0	12/10/2020	\$1,062.31	20201210UB0	UB Receipt Serv 1 Water R	\$1,113,473.57
Deposit	20201211UB0	12/11/2020	\$973.58	20201211UB0	UB Receipt Serv 1 Water R	\$1,114,447.15
Deposit	121420RECMISC	12/14/2020	\$1,440.64	121420RECMISC	Insurance Dividend	\$1,115,887.79
Deposit	20201214UB0	12/14/2020	\$695.47	20201214UB0	UB Receipt Serv 1 Water R	\$1,116,583.26
053460	PAUL PLAETZ	12/16/2020	-\$500.00	12-14-20Payment		\$1,116,083.26
053454	MIKE REMIGER	12/16/2020	-\$50.00	12-14-20Payment		\$1,116,033.26
053450	MARCO	12/16/2020	-\$191.09	12-14-20Payment		\$1,115,842.17
053451	MARY K SMITH	12/16/2020	-\$855.00	12-14-20Payment	November Hours	\$1,114,987.17
053452	MATHESON TRI-GAS INC	12/16/2020	-\$105.08	12-14-20Payment		\$1,114,882.09
053453	MEADOWLAND FARMERS C	12/16/2020	-\$155.33	12-14-20Payment		\$1,114,726.76
053449	LMCIT BERKLEY RISK SERVI	12/16/2020	-\$1,777.24	12-14-20Payment	Audit Statement	\$1,112,949.52
053455	MN DEPT OF HEALTH	12/16/2020	-\$707.00	12-14-20Payment	quarterly statement	\$1,112,242.52
053456	MN RURAL WATER ASSOCIA	12/16/2020	-\$651.90	12-14-20Payment	smoke testing	\$1,111,590.62
053457	MVTL LABORATORIES	12/16/2020	-\$89.24	12-14-20Payment		\$1,111,501.38
053448	LARRY THOMPSON	12/16/2020	-\$50.00	12-14-20Payment		\$1,111,451.38
053459	NOVAK LAW	12/16/2020	-\$4,733.33	12-14-20Payment	Criminal	\$1,106,718.05
053442	BLUE TARP FINANCIAL, INC	12/16/2020	-\$24.55	12-14-20Payment	sprater parts	\$1,106,693.50
053461	QUADIANT FINANCE USA, IN	12/16/2020	-\$54.06	12-14-20Payment		\$1,106,639.44
053462	QUALITY FLOW SYSTEMS IN	12/16/2020	-\$686.00	12-14-20Payment		\$1,105,953.44
053458	NORTHERN BUSINESS PRO	12/16/2020	-\$111.31	12-14-20Payment	Acct 12176	\$1,105,842.13
053439	BARGEN INC	12/16/2020	-\$575.00	12-14-20Payment	Roof Repair Typining error	\$1,105,267.13
053472	Remiger, Mike	12/16/2020	-\$1,936.13	PAY20200125.00		\$1,103,331.00
053471	Plaetz, Paul	12/16/2020	-\$1,706.92	PAY20200125.00		\$1,101,624.08
053473	Rothmeier, Julie	12/16/2020	-\$145.78	PAY20200125.00		\$1,101,478.30
053474	Thompson, Larry	12/16/2020	-\$1,712.12	PAY20200125.00		\$1,099,766.18
Deposit	20201216UB0	12/16/2020	\$830.25	20201216UB0	UB Receipt Serv 1 Water R	\$1,100,596.43
053444	CHRISTOPHER TURBES	12/16/2020	\$0.00	12-14-20Payment	2019	\$1,100,596.43
053438	BANYON DATA SYSTEMS	12/16/2020	-\$1,590.00	12-14-20Payment	Software support	\$1,099,006.43
053447	JENNIGES GAS & DIESEL IN	12/16/2020	-\$526.87	12-14-20Payment	84 Ford	\$1,098,479.56
053440	BAUNE PLUMBING & HEATIN	12/16/2020	-\$166.94	12-14-20Payment	Office Furnace	\$1,098,312.62
053441	BDI	12/16/2020	-\$68.88	12-14-20Payment		\$1,098,243.74
053465	REDWOOD ELECTRIC COOP	12/16/2020	-\$5,204.40	12-14-20Payment	99865808	\$1,093,039.34
053443	BOLTON & MENK	12/16/2020	-\$18,000.00	12-14-20Payment		\$1,075,039.34
053445	COLLIN IVERSON	12/16/2020	-\$300.00	12-14-20Payment	Wedding 11-21-20	\$1,074,739.34
053446	EMPIRE PIPE SERVICE	12/16/2020	-\$12,480.10	12-14-20Payment	Sewer jetting, Storm sewer	\$1,062,259.24
053437	ARVIG COMMUNICATION SY	12/16/2020	-\$363.60	12-14-20Payment		\$1,061,895.64
053477	VISA	12/16/2020	-\$229.54	12-14-20Payment	ZOOM 44002710000	\$1,061,666.10
053482	WATER SAVINGS	12/16/2020	-\$29,000.00	12-14-20Payment	Transfer to savings Rural D	\$1,032,666.10
053481	WABASSO STANDARD	12/16/2020	-\$364.50	12-14-20Payment		\$1,032,301.60
053480	WABASSO FIREMENS RELIE	12/16/2020	-\$15,398.78	12-14-20Payment		\$1,016,902.82
053464	REDWOOD CO AUDITOR/TR	12/16/2020	-\$1,017.10	12-14-20Payment	special assessments	\$1,015,885.72
053478	WABASSO COMMERCIAL CL	12/16/2020	-\$279.88	12-14-20Payment	website	\$1,015,605.84
053476	USA BLUEBOOK	12/16/2020	-\$34.15	12-14-20Payment		\$1,015,571.69
053475	TEAM LABORATORY CHEMI	12/16/2020	-\$915.00	12-14-20Payment		\$1,014,656.69
053470	SOUTHWEST SANITATION, I	12/16/2020	-\$2,459.19	12-14-20Payment	work order 24031	\$1,012,197.50
053469	SHERIFF OF REDWOOD CO	12/16/2020	-\$5,280.00	12-14-20Payment	November bill	\$1,006,917.50
053468	SEWER SAVINGS	12/16/2020	-\$7,200.00	12-14-20Payment	transfer to savings Per Rur	\$999,717.50
053467	SALFER WELDING & MFG	12/16/2020	-\$75.00	12-14-20Payment		\$999,642.50
053466	RENE JENNIGES	12/16/2020	-\$35.00	12-14-20Payment	rent of cc	\$999,607.50
053463	R & E SANITATION INC	12/16/2020	-\$98.78	12-14-20Payment		\$999,508.72
053479	WABASSO FIRE DEPARTME	12/16/2020	-\$2,402.25	12-14-20Payment	DNR Grant	\$997,106.47
Deposit	20201217UB0	12/17/2020	\$625.07	20201217UB0	UB Receipt Serv 1 Water R	\$997,731.54
Deposit	121720REC	12/17/2020	\$1,000.00	121720REC	Baseball Field Maintenance	\$998,731.54
Deposit	20201217UB0B	12/17/2020	\$719.23	20201217UB0B	UB Receipt Serv 1 Water R	\$999,450.77

City of Wabasso

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Checks for Month

December 2020

0100 General Checking Begin Mth \$839,613.46

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	20201218UB0	12/18/2020	\$483.92	20201218UB0	UB Receipt Serv 1 Water R	\$999,934.69
Deposit	121820RECSCRAP	12/18/2020	\$1,198.40	121820RECSCR	Scrap Metal	\$1,001,133.09
Deposit	20201221UB0ACH	12/21/2020	\$7,801.00	20201221UB0AC	UB Receipt Serv 1 Water R	\$1,008,934.09
Deposit	20201221UB1	12/21/2020	\$1,492.65	20201221UB1	UB Receipt Serv 1 Water R	\$1,010,426.74
053427	TECH UNLIMITED, LLC	12/21/2020	-\$1,500.00	122120PAYTECH	Computer Service Contraxt	\$1,008,926.74
Deposit	20201222UB0	12/22/2020	\$952.00	20201222UB0	UB Receipt Serv 1 Water R	\$1,009,878.74
Deposit	122220REC-2PRTRANS	12/22/2020	\$7,217.07	122220REC-2PR	Transfer City funds to Athle	\$1,017,095.81
Deposit	20201223UB0	12/23/2020	\$1,595.96	20201223UB0	UB Receipt Serv 1 Water R	\$1,018,691.77
Deposit	20201228UB0	12/28/2020	\$491.51	20201228UB0	UB Receipt Serv 1 Water R	\$1,019,183.28
Deposit	20201229UB2	12/29/2020	\$624.60	20201229UB2	UB Receipt Serv 1 Water R	\$1,019,807.88
Deposit	20201229UB1	12/29/2020	\$1,338.24	20201229UB1	UB Receipt Serv 1 Water R	\$1,021,146.12
Deposit	20201229UB0	12/29/2020	\$994.08	20201229UB0	UB Receipt Serv 1 Water R	\$1,022,140.20
053433	Ingebretson, Rachel	12/30/2020	-\$300.14	PAY20200204.00		\$1,021,840.06
Deposit	20201230UB02	12/30/2020	\$62.05	20201230UB02	UB Receipt Serv 1 Water R	\$1,021,902.11
Deposit	123020RECCALTERNAT	12/30/2020	\$85.00	123020RECCCAL	Community Center 12-25-2	\$1,021,987.11
Deposit	20201230UB0	12/30/2020	\$309.53	20201230UB0	UB Receipt Serv 1 Water R	\$1,022,296.64
053434	McKittrick, Wade	12/30/2020	-\$277.05	PAY20200204.00		\$1,022,019.59
053432	Burns, Steve	12/30/2020	-\$300.14	PAY20200204.00		\$1,021,719.45
053435	Remiger, Carole	12/30/2020	-\$300.14	PAY20200204.00		\$1,021,419.31
053430	Thompson, Larry	12/30/2020	-\$1,712.12	PAY20200126.00		\$1,019,707.19
053428	Plaetz, Paul	12/30/2020	-\$1,525.59	PAY20200126.00		\$1,018,181.60
053429	Remiger, Mike	12/30/2020	-\$1,518.96	PAY20200126.00		\$1,016,662.64
053431	Atkins, Carol	12/30/2020	-\$392.49	PAY20200204.00		\$1,016,270.15
Deposit	20201231UB0	12/31/2020	\$901.05	20201231UB0	UB Receipt Serv 1 Water R	\$1,017,171.20
Deposits		\$305,691.41				
Checks		-\$128,133.67				
					\$177,557.74	

FILTER: [Cash Act]='10100' and [Period]=12 and [Act Year]='2020'

City of Wabasso
City Council
Regular Meeting
Monday, December 14, 2020
6 pm

The meetings opened with recitation off the Pledge of Allegiance.

Mayor Atkins called the meeting to order with Council Members Steve Burns, Rachel Ingebretson and Carole Remiger present and Council member Wade McKittrick joined the meeting via Zoom. Also present was Larry Thompson, Paul Plaetz, Mike Remiger, Matt Novak, Pat Eichten and Jeff Olsen.

Motion by Remiger, Second by Burns to approve the agenda with changes as follows:

1. Add resolution approving sale of Lot 2, Block 1 Eastvail 2nd Addition to Dan Baune.
- Atkins-yes, Burns-yes, McKittrick-yes, Ingebretson-yes, Remiger-yes.

EDA President updated the Council on the following:

1. Sale of Lot 2, Block 1, Eastvail 2nd to Dan Baune.
2. Purchase agreement pendent on Lots 3 and 4, Block 1, Eastvail 4th Addition.
3. EDA will meet with developer at its January meeting to discuss housing development opportunities.
4. Eastvail 4th Addition (May Street) covenants approved and recorded.

Motion by Burns, second by Ingebretson to adopt Resolution 17-2020 Approving the Sale of Lot 2, Block 1, Eastvail 2nd Addition to Dan Baune.

Atkins-yes, Burns-yes, McKittrick-yes, Ingebretson-yes, Remiger-yes.

Clerk/Treasurer/Administrator Report. Mr. Thompson will be taking time off on December 24th and noted the office will be closed 12/24/20; 12/25/20; and 1/1/21

Street Report – Mr. Remiger informed the Council that he planned to sell the junk pile for scrap.

Water/Wastewater Report: Mr. Plaetz noted the following:

1. Smoke testing – Report sent with the agenda packet. He was working on fixing the items noted in the report.
2. City was informed by Rural Development that the 2021 Sewer Rehab project would be funded in two phases – collection system and ponds.

Park and Recreation Report – none.

Truth in Taxation Hearing. Mr. Thompson presented an overview of the budget which was included in the budget packet. Mr. Thompson noted one item missing in the budget was a capital improvements plan which was anticipated to be completed in the early part of 2021. Other highlights noted by Mr. Thompson:

1. Budget represented mostly a continuation of existing programs.
2. COVID-19 pandemic had a major impact on the 2020 budget which was expected to continue through the first half of 2021.
3. The 2021 Sewer budget will mostly be a continuation of 2020, but major changes will be needed with the implementation of the 2021 Sewer Rehab project. The budget included a 10% increase in sewer rates in anticipation of the project.
4. Tax Levy – 3.73% increase.
5. Personnel – No change from 2020 other than the clerk consultant would be replaced by a part time assistant starting in 2021. The budget included a \$.50/hr. raise for the Public Works Director and Utilities Director.
6. General fund – Reduction of \$38,332 in expenses – largely due to no anticipated assistance from the federal government for COVID-19 expenses and no improvements to the Athletic Fields. Most expenses remained the same.
7. Library – No major changes.
8. Fire – No major changes.
9. Ambulance – No major changes. City needs to monitor service fees as they are largely dependent on Medicare/Medicaid changes and insurance reimbursement policies.
10. Water – New initiative for water tower maintenance contract and purchase of a control board and two new pumps.
11. Sewer – Noted above.
12. Debt Service – Will improve significantly over the next 3 to 5 years as debt is retired. Property tax debt levy is anticipated to drop \$90,000 in 2023 and the sewer debt transfer will drop \$42,000 in 2025 and an additional \$28,550 in 2026.
13. Interfund Debt will be addressed in the first part of 2021.

No comments were made from the public. The council had a general discussion on the budget. It was noted that part time salaries should also be considered as part of the budget. It was also noted the Council should develop a salary policy and work towards dovetailing the city policy with the Library policy.

Motion by Ingebretson, Second by Burns to approve a \$.50/hr. increase for the Public Works Director and Utilities Director and a \$.25/hr. increase for the part time personnel except Library staff.

Atkins-yes, Burns-yes, McKittrick-yes, Ingebretson-yes, Remiger-yes.

Motion by Burns, Second by Remiger to adopt Resolution 18-2020 Adopting the 2021 Operating Budget and Certifying the 2020 Collectible 2021 Property Tax Levy.

Atkins-yes, Burns-yes, McKittrick-yes, Ingebretson-yes, Remiger-yes.

Motion by McKittrick, second by Remiger to approve the consent agenda as follows:

1. Approve minutes of the November 12, 2020 Regular Meeting and November 20, 2020 Special Meeting.
2. Approve 2021 League of Minnesota Cities Insurance Trust Liability Coverage Waiver Form – Not waiving liability cap.
3. Approve Assessment Agreement Between Redwood County and the City of Wabasso.

4. Adopt Resolution 19-2020 Accepting Donations to Fire Department and Ambulance.
5. Adopt Resolution 20-2020 Approving Transfer of Funds.

<u>From</u>	<u>To</u>	<u>Amount</u>
Water Fund (#601)	2010 Build America Bonds	\$29,000.00
Sewer Fund (#602)	2010 Build America Bonds	\$ 7,200.00

6. Approve Ambulance Service Agreement with Expert T Billing.
 7. Approve Privacy Agreement (HIPAA) with Expert T Billing.
- Atkins-yes, Burns-yes, McKittrick-yes, Ingebretson-yes, Remiger-yes.

Irrigation Cost Sharing – Mr. Thompson note he and Mr. McKittrick had discussed irrigation cost sharing and had set parameters for setting a policy. They would be meeting with school district and city staff to discuss the policy. It was anticipated to have the matter before the council by March 2021.

Dollar General – Mr. Thompson informed the Council that a developer was seeking direction regarding annexing a parcel east of Mid County Ag into the city for the purpose of developing a Dollar General Store. A lengthy discussion followed regarding the pros and cons of the development and the possibility of the project being developed without being annexed into the city. Attorney Novak noted the Council had the right to approve or deny the request. It was the consensus of the Council that it was opposed to the proposal at this time as it did not have sufficient information to determine a benefit to the city. The Council directed Mr. Thompson to pass along this information to the developer.

The Council noted the October and November Library Board minutes and the October and November Sheriff's reports. Discussion ensued regarding possibly researching the possibility of increasing Sheriff's hours or hiring a police chief which could possibly be shared with another city. No action was taken at this time.

Motion by Burns, second by Remiger to approve the bills with the exception of the payment to Christopher Turbes for \$600.00.

Atkins-yes, Burns-yes, McKittrick-yes, Ingebretson-yes, Remiger-yes.

Mr. McKittrick thanked Mr. Thompson and Ms. Ingebretson for the work they did on the City's new web page.

Mayor Atkins and Council Members Burns and McKittrick thanked Council Members Ingebretson and Remiger for their service to the community on the City Council.

Motion by Remiger, second by Burns to adjourn at 7:30 p.m.

Larry J Thompson
Clerk



Minnesota Department of Public Safety
Alcohol & Gambling Enforcement Division
445 Minnesota Street, 1600
St Paul, Minnesota 55101
651-201-7507

RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approve or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code: OFSL License Period Ending: 3/31/2021 Iden: 44051
Issuing Authority: Wabasso
Licensee Name: Baune, Brian
Trade Name: Highway 68 Off-Sale
Address: 151 State Hwy 68
Wabasso, MN 56293
Business Phone: 5073425123
License Fees: Off Sale: \$100.00 On Sale: \$0.00 Sunday: \$0.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period. Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$310,000 surety bond may be submitted in lieu of liquor liability.(3.2 liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature

(Signature certifies all above information to be correct and license has been approved by city/county.)

DOB

SSN

Date

7-8-1965

46994-2385

1-5-21

City Clerk/Auditor Signature

(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

Date

County Attorney Signature

County Board issued licenses only(Signature certifies licensee is eligible for license).

Date

Police/Sheriff Signature

Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/05/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Farmers Union Agency - Harmoning Agency 329 2nd Ave E PO Box 102 Franklin MN 55332-0102		CONTACT NAME: Joel Harmoning PHONE (A/C, No, Ext): 507-557-7000 E-MAIL ADDRESS: joel@fuainsurance.com FAX (A/C, No): 507-557-7001
INSURED BRIAN BAUNE DBA Hwy 68 Liquor PO Box 184 WABASSO MN 56293		INSURER(S) AFFORDING COVERAGE INSURER A: Secura Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** 2021-001**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		003283790	03/23/2020	03/23/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		003283793	03/23/2020	03/23/2021	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	Liquor Liability		003283790	03/23/2020	03/23/2021	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

151 State Highway 68, Wabasso, MN 56293 Off sale Liquor store selling beer, wine and liquor
Policy also covers off premise serving of alcohol with or without catering operations.
All policies are continuous until canceled.

CERTIFICATE HOLDER

City of Wabasso
PO Box 60
Wabasso, Minnesota 56293

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Resolution __, 2021

Designating City Office Closure for 2021 Holidays

WHEREAS, the City Personnel Policy allows certain paid holidays for city employees, and

WHEREAS, city personnel will not be available to staff the city office on such holidays,

NOW THEREFORE, be it resolved by the Mayor and City Council, that the following days be designated as city holidays under the City Personnel policy in 2021:

Friday, January 1 st	New Year's Day
Monday, January 18 th	Martin Luther King Day
Monday, February 15 th	President's Day
Monday, May 31 st	Memorial Day
Monday, July 5 th	Independence Day
Monday, September 6, 2021	Labor Day
Thursday, November 11, 2021	Veterans Day
Thursday, November 25, 2021	Thanksgiving Day
Friday, December 24, 2021	Christmas Day

Be it further resolved, that the city offices will be closed on said days.

Adopted this 11th day of January, 2021.

Carol, Atkins Mayor

Attest:

Larry J Thompson, City Clerk

