

City of Wabasso
Regular Meeting
Monday, June 12, 2023
5:00 pm

REGULAR MEETING

1. Call to order
2. EDA Update
 - a. EDA Minutes - June 7, 2023
 - b. Loan and Checking Balance Report
3. 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.*
4. Clerk-Treas. /Administrator
 - a. Approve Employment Agreement - Brandon Baune - City Clerk/Treasurer/Administrator
 - b. Special Meeting - June 26, 2023 - 2022 Financial Report
5. Street Report -
 - a.
6. Water/Wastewater Report
 - a. Sewer Ordinance - Illegal discharges
 - b. Well Repair Update
 - c. Lift Station 2 Repair Update
 - d. Dan Mathiowetz - Credit for Water Bill
7. Parks report.
 - a. City Park Picnic Shelter - Repairs and Maintenance
8. Engineer
 - a. Water Filtration Quotes
 - b. Water Meters - Pay estimates #3 (Partial) and #4 (Final)
 - c. Sanitary Sewer Improvements
 - d. Cedar Street Improvements - Project Schedule
9. Approve Consent Agenda
10. Unfinished Business
 - a. Community Center Improvements Update - Exterior Improvements
 - b. Zoning Ordinance
 - c. Location of Wabasso Rabbit
11. New Business
 - a. Liquor Ordinance - Change Closing Hours from 1:30 a.m. to 2:00 a.m.
 - b. Assessment Policy
 - c. Stormwater Utility
12. Correspondence
 - a. Sheriff's reports
 - b. Resolution Recognizing National Pregnancy and Infant Loss Remembrance Day
 - c. Library Minutes
13. Approve Bills
14. Adjourn

CONSENT AGENDA

1. Approve Council Minutes - May 8, 2023; May 22, 2023 Special; May 24, 2024 Special
2. Adopt Resolution Approving Budget Adjustment - Community Center Exterior
3. Approve Letter of Understanding - Wabasso Public Schools and Baseball Association
4. Approve Letter of Understanding - Wabasso Public Schools and Softball Association
5. Approve Rodent Control Program - Plunkett's. City Buildings
6. Approve River Valley Low Voltage Service Block of Time
7. Approve Building Permits
 - a. Marvin Davis - 570 South Street - Patio Roof
 - b. Brad Salfer - 997 North Street - shed/extend fence
 - c. Jennifer Johnson - 756 Main Street - Shed.
 - d. Mike Remiger - 573 South Street - Pergola

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, June 12, 2023
Agenda Report**

1. **EDA Financial Reports enclosed.** I will not be at the EDA meeting but will draft the minutes prior to the meeting. A copy will be available prior to the meeting.
2. **Clerk Treasurer Administrator Employment Agreement.** Matt will forward a copy when completed.
3. **Special Meeting** – Kinner and Company has requested the council set a special meeting for June 26, 2023 to receive and approve the 2022 City Financial Report. The report will not be completed in time for the regular meeting and per law must be approved by June 30th.
4. **Sewer Ordinance – Illegal discharge** – Jim has requested the Council approve an amendment to the sewer ordinance relating to illegal discharges. The city has been experiencing plugged lines relating to grease. Also, the new pond system will not be able to treat the blood being discharged from Ruprecht's Meats, and the city will need to begin preparing for methods of pretreatment prior to the construction of the ponds. The council should define illegal discharges and penalties.
5. **City Well Update** – Report Attached. Jim will give an update at the meeting.
6. **Lift Station 2 Repair** – Jim will give an update at the meeting.
7. **Dan Mathiowetz – Water Credit.** Mr. Mathiowetz continues to have issues with his water, and is requesting his account be credited due to substandard water.
8. **City Picnic Shelter** – Roger has requested the Council consider repairs and updating to the Picnic Shelter at the City Park.
9. **Engineering** – David Palm will be present at the meeting to discuss the Water Media Filtration Quotes (attached); Water Meter improvements (Pay est. #3 and #4 (final) enclosed; Various items relating to the Sanitary Sewer improvements; and Cedar Street Project schedule.
10. **Community Center Improvements – Exterior.** Copy of quotes and budget adjustment enclosed.
11. **Zoning Ordinance** - Attached is the draft Zoning Ordinance per recommendations from the last planning meeting. The EDA will review the ordinance at its June 7, 2023 meeting. I have also enclosed a copy of the revised zoning map. Note that there is some fine tuning needed in the downtown district boundaries, and there was some question if the property north of Hwy 68 should be B-2 or I-1. I have also enclosed an email thread relating to the setback issue raised by the planning committee.
12. **Location of Wabasso Rabbit** – Tabled from last meeting.
13. **Liquor Ordinance – Extend Hours to 2:00 am** – Chad Ruprecht has requested the Council consider extending on sale liquor sales from 1:30 am to 2:00 am, which is allowed by State Law. Assessment Policy. Memo and policy enclosed. This has been discussed by the previous council. It should be adopted prior to the completion of the Cedar Street project. I will be available to work with the council thought July and into August of finalizing the policy.
14. **Assessment Policy** – Memo enclosed.
15. **Stormwater Utility** – Memo and ordinance enclosed. This was discussed by the previous council and included in the 2023 operating budget. This also should be adopted prior to the completion of the Cedar Street project as funds produced by the utility will be help to pay for the Cedar Street project and other storm sewer maintenance and improvements. I will be available to work with the council thought July and into August of finalizing the policy.
16. **Sheriff's Report** – Attached.
17. **Resolution Recognizing National Pregnancy and Infant Loss Remembrance Day.** Attached.
18. **Library Minutes** – I will forward a copy if received.
19. **Minutes** – 5/8/23 Regular; 5/22/23 Special; 5/24/23 Special – Attached.

20. **Letters of Understanding – Athletic Field and Baseball Fields.** The attached letters of understanding have some minor changes to the current letters of understanding between the City, School, baseball association and softball association. The changes mainly clarify language in the current letters of understanding. It is recommended the letters of understanding be approved by the Council.
21. **Pest Control Program** – See Attached quotes.
22. **River Valley Low Voltage** – Purchase Block of Time for Community City AV system. It is recommended the council approve the proposed block of time for River Valley Low Voltage. Mr. Pfarr has done an excellent job trouble shooting the Audio Visual system, making recommendations for video conferencing and assisting with the city lock system. We had a situation last Friday just before a wedding when the microphones didn't work. Mr. Pfarr came on short notice and fixed the problem. Purchasing this block of time would designate the city as a priority response.
23. **Building Permits** - Attached. Note that I have not received the permit from Mike Remiger at this time. It will be forwarded to you when received.

EDA Monthly Payment Schedule
as of 5/31/2023

<u>Name</u>	<u>Pmt Due</u>	<u>Pmt Amt</u>	<u>Int</u>	<u>Prin Amt</u>		<u>Maturity Date</u>	<u>Last Payment</u>	<u>Payment Due</u>
Babble On Bar & Grill	15th	\$ 800.00	3%	\$ 71,301.96	EDA I	11/15/2032	5/9/2023	6/15/2023
Chad Ruprecht	21st	\$ 400.00	3%	\$ 9,708.69	EDA II	5/21/2028	5/9/2023	6/21/2023
DEEM, Inc	21st	\$ 482.80	3%	\$ 14,983.92	EDA I	5/21/2025	5/8/2023	6/21/2023
DEEM, Inc	21st	\$ 357.27	3%	\$ 10,723.41	EDA I	5/21/2025	5/8/2023	6/21/2023
Jenniges Gas & Diesel	14th	\$ 300.00	3%	\$ 10,104.96	EDA I	12/11/2026	5/9/2023	6/14/2023
Jenniges Gas & Diesel	8th	\$ 500.00	1%	\$ 1,301.82	EDA I	12/11/2022	5/9/2023	6/8/2023
Jonti-Craft	25th	\$ 3,886.28	2.5%	\$ 105,595.65	EDA I	9/25/2025	5/22/2023	6/25/2023
Jonti-Craft	25th	\$ 120.19	2.5%	\$ 3,266.25	EDA II	9/25/2025	5/22/2023	6/25/2023
Mid County Ag Services	20th	\$ 242.00	3%	\$ 14,625.80	EDA I	11/20/2028	5/22/2023	6/20/2023
Matt Novak	1st	\$ 362.10	3%	\$ 11,817.35	EDA II	8/4/2026	5/1/2023	6/1/2023
Safe Storage 2	5th	\$ 482.80	3%	\$ 29,188.04	EDA I	10/5/2028	5/1/2023	5/5/2023
Wabasso Eletric Motor LLC	6th	\$ 251.00	3%	\$ 5,897.66	EDAI	8/6/2024	5/22/2023	6/6/2023
Totals		\$ 8,184.44		\$ 288,515.51				

EDAI Daily Savings	\$ 411,132.47
EDAI Daily Savings	\$ 130,554.88
EDA-WDC	\$ 0.61

Total Savings \$ 541,687.96

EDA WDC Savings

Starting Balnace	\$ 39,957.92
Interest	\$ 27.70
Transf. to Gen. Chkng.	\$ (39,985.01)
Ending Balance	\$ 0.61

EDA General Fund

Beginning Balance			\$ 137,543.47
Plus Deposits Outstanding			
	Rev	Interest Earnings	\$ 67.83
	Exp	Matt and Brandi Samyn	\$ (17,167.17)
		Lending Pro	\$ (85.00)
		Redwood Co Auditor	\$ (16.96)
		Novak Law	\$ (371.56)
		Transfer from WDC Savings	\$ 39,985.01
		Transfer from Eastvail Sales	\$ 33,731.62
		Future Checks - Transfer Errors	
			<u>\$ 193,687.24</u>
Ending Balance			
CD # 115009 renewal 12-9-19			\$ 28,446.81
CD #33649			\$ 50,186.34
	CD Total		<u>\$ 78,633.15</u>
	EDA General Total		<u>\$ 272,320.39</u>

EDA Dewey Street

Beginning Balance		\$ 64,038.16
Plus Deposits	Rents	\$ 7,125.00
	interest	\$ 9.67
Less Checks /Outstanding		
	Baune Lawn and Snow	\$ (779.00)
	Redwood Co. Auditor	\$ (3,255.75)
	Johanneck Water Conditioning	\$ (1,015.00)
FUTURE	Deposit from EDA General	
	Payments to General Fund Checking	
		<u>\$ 66,123.08</u>

EDA Eastvail Sales Account

Starting Balance	\$ 33,708.76
Interest on investments	\$ 22.86
Transfer to General Checking	\$ (33,731.62)
	<u>\$ -</u>

Dewey Street Townhomes Loan Paid off \$ - 2.8 % interest

EDA I

5/31/2023

Balance Sheet

	Balance		Balance
Assets	4/30/2023	Adj.	5/31/2023
Cash	\$ 404,081.32	7,051.15	\$ 411,132.47
Notes Receivable	\$ 264,261.58	(6,436.02)	\$ 257,825.56
Total Assets	\$ 668,342.90	615.13	\$ 668,958.03
Liabilities	\$ -	\$ -	\$ -
Total Liabilities	\$ -	\$ -	\$ -
Assets less Liabilities	\$ 668,342.90		\$ 668,958.03

Principal Payments Monthly

Babble On Bar & Grill	\$ 620.19
Deem 1	\$ 444.23
Deem 2	\$ 329.64
Jenniges Gas & Diesel 1	\$ 274.05
Jenniges Gas & Diesel 2	\$ 495.51
Jonti-Craft 1	\$ 3,658.67
Mid Country Ag Services	\$ 204.92
Safe Storage #2	\$ 408.81
Total Principal Payments	\$ 6,436.02

Principal Payments Year to Date

Babble On Bar & Grill	\$ 3,085.55
Deem 1	\$ 2,211.02
Deem 2	\$ 1,640.03
Jenniges Gas & Diesel 1	\$ 1,363.45
Jenniges Gas & Diesel 2	\$ 2,465.21
Jonti-Craft 1	\$ 18,217.44
Mid Country Ag Services	\$ 1,019.51
Safe Storage #2	\$ 2,033.88
Total Principal Payments	\$ 32,036.09

New Loans

\$ -
\$ -
\$ -

Income Statement

Income

Interest on Loans Monthly

Babble On Bar & Grill	\$ 179.81
Deem 1	\$ 38.57
Deem 2	\$ 27.63
Jenniges Gas & Diesel 1	\$ 25.95
Jenniges Gas & Diesel 2	\$ 4.49
Jonti-Craft 1	\$ 227.61
Mid Country Ag Services	\$ 37.08
Safe Storage #2	\$ 73.99
Total Interest Payments	\$ 615.13

Interest on Loans Year to Date

Babble On Bar & Grill	\$ 914.45
Deem 1	\$ 203.91
Deem 2	\$ 146.35
Jenniges Gas & Diesel 2	\$ 136.55
Jenniges Gas & Diesel 1	\$ 34.79
Jonti-Craft 1	\$ 1,213.96
Mid Country Ag Services	\$ 190.49
Safe Storage #2	\$ 380.12
Total Interest Payments	\$ 3,220.62

Savings Interest

Quarter 1	\$ 242.00
Quarter 2	\$ -
Quarter 3	\$ -
Quarter 4	\$ -
Total Interest Payments	\$ 242.00

Deposit Error \$ -

Total Income \$ 857.13

Expenses

Interest Payment \$ -

Total Expense \$ -

Net Income \$ 857.13

EDA II 5/31/2023
Balance Sheet

	Balance 4/30/2023	Adj.	Balance 4/30/2023
Assets			
Cash	\$ 129,421.59	1,133.29	\$ 130,554.88
Notes Receivable	\$ 31,745.29	(1,055.34)	\$ 30,689.95
Total Assets	\$ 161,166.88	218.10	\$ 161,244.83

Liabilities

	\$ -	\$ -	\$ -
Total Liabilities	\$ -	\$ -	\$ -
Assets less Liabilities	\$ 161,166.88		\$ 161,244.83

Principal Payments Monthly

Chad Ruprecht	\$ 374.79
Jonti-Craft	\$ 113.15
Novak Law	\$ 331.73
Wabbasso Electric Motor	235.67
Total Principal Payments	\$ 1,055.34

New Loans

\$ -
\$ -
\$ -

Principal Payments Year to Date

Chad Ruprecht	\$ 1,864.63
Jont-Craft	\$ 563.40
Novak Law	\$ 1,650.38
Wabbasso Electric Motor	\$ 1,172.47
Total Principal Payments	\$ 5,250.88

Income Statement

Income

Interest on Loans Monthly

Chad Ruprecht	\$ 25.21
Jonti-Craft	\$ 7.04
Novak Law	\$ 30.37
Wabbasso Electric Motor	\$ 15.33
	\$ -
	\$ -
Total Interest Payments	\$ 77.95

Interest on Loans Monthly

Chad Ruprecht	\$ 135.37
Jont-Craft	\$ 37.55
Novak Law	\$ 160.12
Wabbasso Electric Motor	\$ 82.53
	\$ -
	\$ -
Total Interest Payments	\$ 415.57

Savings Interest

Quarter 1	\$ 140.15
Quarter 2	\$ -
Quarter 3	\$ -
Quarter 4	\$ -
	\$ 140.15

Deposit Error

\$ -

Total Income

\$ 218.10

Expenses

Interest Payment \$ -

Total Expense

\$ -

Net Income

\$ 218.10

Email from Matt Novak – 5/31/23

Just a quick update that Brandon Baune has accepted the position, conditioned on a background check. I will be starting that process now.

I would like to let our other candidates know that they did not get the position, but I will hold off on sending the final letters to the two names I heard as possible “2nd choice candidates”, until the background check is approved.

We’ll have an actual contract for approval at the next City Council meeting, with his anticipated start date being June 19th.

NOVAK LAW

1224 Oak St., P.O. Box 39
Wabasso, MN 56293
507-342-5181

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May 31, 2023

City of Wabasso
Attn: Jim Jenniges
PO Box 60
Wabasso, MN 56293

Dear Jim,

Enclosed you will find the reports from the recent inspection of your pumps and wells.

Well #1 has dropped quite a bit in specific capacity this year. When removing my level transducer from the well it had a coating of very fine silt on it. My thoughts are that the well has pulled in silt and filled the bottom of the well. This would then cause reduction in the specific capacity. I would recommend televising the well prior to cleaning the silt out and redevelopment of the well.

Well #2 has had a gradual reduction in flow rate over the last five years. When inspecting the well I could feel vibration on the ground within a six foot radius. As this well was last serviced in 2018, I would recommend pulling the pumping components for inspection and replacing the pump and motor.

Sincerely,

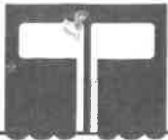
Aaron Butler
Thein Well Co.

Licensed, Bonded and Insured

CERTIFIED MASTER WATER WELL CONTRACTOR
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AWWA



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WELL INSPECTION REPORT

Customer: City of Wabasso Well Number: #1 in Park north well Unique #: 241519 Inspection Date: 5-26-2023

Both an early awareness of a reduction in the efficiency of your Well and a good preventive maintenance program are a necessity for you to avoid extensive down time, extreme rehabilitation expenses and a shortened life span for your well. The following three areas and seventeen items pertaining to your Well have been checked and are reported, where possible, as shown below.

Area and Item Inspected

I. Well Efficiency

A) Gallons Per Minute	174
B) Static Water Level (water level when not pumping)	36.50
C) Pumping Water Level	64.25
D) Drawdown (P.W.L. - S.W.L.)	27.75
E) Specific Capacity (G.P.M. / D.D.)	6.27
F) Discharge pressure guage reading	to filter

Condition	
Good	Caution
X	
X	
X	
	X
	X
X	

II. Submersible Pump Operation

A) Meg / OHMS			
B) Voltage	L1 to L2 245.00	L2 to L3 246.00	L1 to L3 246.00
C) Amperage	L1 22.00	L2 20.00	L3 22.00
D) Winding Resistance		60 Hz	
E) Insulation Resistance			
F) Pump bowl / TDH Condition			

X	
X	
X	
X	

III. General Operation

A) Production Rate of Well
B) Effect From Other Wells
C) History of Well
D) Operating Hours of Well
E) Other

	X
X	
	X

Comments

Specific capacity has dropped dramatically. Needs to be cleaned out and redeveloped.

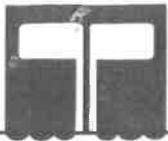
Inspected By:

Licensed, Bonded and Insured

MEMBER
NGWA

CERTIFIED MASTER WATER WELL CONTRACTOR
Equal Opportunity Employer

MEMBER
AWWA



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WELL INSPECTION REPORT

Customer: City of Wabasso Well Number: #2 South Unique #: 241520 Inspection Date: 5-26-2023

Both an early awareness of a reduction in the efficiency of your Well and a good preventive maintenance program are a necessity for you to avoid extensive down time, extreme rehabilitation expenses and a shortened life span for your well. The following three areas and seventeen items pertaining to your Well have been checked and are reported, where possible, as shown below.

Area and Item Inspected

I. Well Efficiency

		Condition	
		Good	Caution
A) Gallons Per Minute	121		X
B) Static Water Level (water level when not pumping)	38.00	X	
C) Pumping Water Level	47.00	X	
D) Drawdown (P.W.L. - S.W.L.)	9.00	X	
E) Specific Capacity (G.P.M. / D.D.)	13.44	X	
F) Discharge pressure guage reading	to filter	X	

II. Submersible Pump Operation

A) Meg / OHMS				
B) Voltage	L1 to L2 246.00	L2 to L3 246.00	L1 to L3 247.00	
C) Amperage	L1 23.00	L2 20.00	L3 22.00	
D) Winding Resistance		60Hz		
E) Insulation Resistance				
F) Pump bowl / TDH Condition				X

III. General Operation

A) Production Rate of Well		X
B) Effect From Other Wells		
C) History of Well		
D) Operating Hours of Well		
E) Other		X

Comments

Caution marked as the pump needs to be replaced. Flow rate way down and vibration on ground around the well.

Inspected By:

Licensed, Bonded and Insured

CERTIFIED MASTER WATER WELL CONTRACTOR
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MEMBER
NGWA

MEMBER
AWWA

**CITY OF WABASSO, MINNESOTA
PROPOSAL FOR FILTER MEDIA REPLACEMENT – WATER TREATMENT FACILITY
051.126961**

I. DESCRIPTION OF PROJECT

1. The City of Wabasso is requesting proposals from licensed contractors to:
 - a. Remove and replace media in its steel gravity filter at the existing water treatment facility.
2. PROPOSAL SUBMISSION DATE: Mail or E-mail Proposals to Bolton & Menk, Inc. by **12:00 Noon on May 24, 2023.**
3. PROPOSAL MAIL LABEL/EMAIL: John Graupman, P.E.
Bolton & Menk, Inc.
1960 Premier Drive
Mankato, MN 56001
John.Graupman@bolton-menk.com
4. PROJECT QUESTIONS: Address inquiries to:
John Graupman, P.E., 507-380-0433

II. COMPLETION DATE:

Media replacement with facility operational completed by **August 31, 2023**

III. BACKGROUND INFORMATION

The existing Tonka gravity filter has dimensions of 8-ft by 12-ft. Project will remove existing media and support gravel and replace with new material as specified.

IV. INSURANCE

1. **Contractor's Liability Insurance**
 - a. CONTRACTOR shall purchase and maintain such comprehensive general liability and other insurance as is appropriate for the Work being performed and furnished and as will provide protection from claims set forth below which may arise out of or result from CONTRACTOR's performance and furnishing of the Work and CONTRACTOR's other obligations under the Contract Documents, whether it is to be performed or furnished by CONTRACTOR, by a Subcontractor, by anyone directly or indirectly employed by any of them to perform or furnish any of the Work, or by anyone for whose acts any of them may be liable:
 - i. Claims under workers or workmen's compensation, disability benefits and other similar employee benefit acts;

- ii. Claims for damages because of bodily injury, occupational sickness or disease, or death of CONTRACTOR's employees;
 - iii. Claims for damages because of bodily injury, sickness or disease, or death of any person other than CONTRACTOR's employees;
 - iv. Claims for damages insured by personal injury liability coverage which are sustained (a) by any person as a result of an offense directly or indirectly related to the employment of such person by CONTRACTOR, or (b) by any other person for any other reason;
 - v. Claims for damages, other than to the Work itself, because of injury to or destruction of tangible property wherever located, including loss of use resulting there from;
 - vi. Claims arising out of operation of Laws or Regulations for damages because of bodily injury or death of any person or for damage to property; and
 - vii. Claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle.
- b. The CONTRACTOR shall purchase and maintain workers compensation insurance providing limits of \$100,000/500,000/100,000 or the limits required by Statute, whichever are greater.
 - c. The CONTRACTOR shall purchase and maintain general liability insurance including completed operations and contractual liability coverages, with limits of at least six hundred thousand dollars (\$600,000) per occurrence. All insurance shall remain in effect until final payment.

2. Insurance Certificates

Before commencement of any work, the CONTRACTOR shall submit written evidence to the City that all required insurance policies have been obtained. The certificates shall contain a provision that the coverages will not be canceled, materially changed or renewal refused until at least thirty (30) days prior written notice has been provided to the City.

3. Additional Insureds

All liability and property insurances shall name the City of Wabasso and Bolton & Menk, Inc. as an Additional Insured, which shall automatically include the City's agents.

4. Errors and Omissions Coverage

Any insurance agent who signs the certificate of insurance shall furnish with it a certificate that the agent has Errors and Omissions coverage with limits of at least \$600,000 per occurrence.

V. BONDS

1. Performance Bond - None required.
2. Payment Bond - None required.

VI. WORK PROVIDED BY CITY

In developing the proposal, it should be assumed by the CONTRACTOR that the CITY will provide the following:

1. Legal and physical access to the Water Treatment Plant.
2. Payment will be made upon issuance of an invoice after completion of media replacement, and the recommendations of the Engineer.

VII. WORK BY THE CONTRACTOR

1. See attached specification Sections 46 61 03 and 46 61 13.

VIII. WORK BY THE PROPERTY OWNER

1. None

IX. BID PROPOSAL

Total Project Bid Price: \$ 126,200

Communications concerning this Proposal shall be addressed to:

CONTRACTOR: Rubin Construction, LLC
ADDRESS: PO Box 189
CITY & STATE: Tyler, MN 56178
TELEPHONE: 507-829-6541
SIGNATURE: [Signature]

Tax included DLP 5/24/2023

**CITY OF WABASSO, MINNESOTA
PROPOSAL FOR FILTER MEDIA REPLACEMENT – WATER TREATMENT FACILITY
0S1.126961**

I. DESCRIPTION OF PROJECT

1. The City of Wabasso is requesting proposals from licensed contractors to:
 - a. Remove and replace media in its steel gravity filter at the existing water treatment facility.
2. PROPOSAL SUBMISSION DATE: Mail or E-mail Proposals to Bolton & Menk, Inc. by **12:00 Noon on May 24, 2023.**
3. PROPOSAL MAIL LABEL/EMAIL: John Graupman, P.E.
Bolton & Menk, Inc.
1960 Premier Drive
Mankato, MN 56001
John.Graupman@bolton-menk.com
4. PROJECT QUESTIONS: Address inquiries to:
John Graupman, P.E., 507-380-0433

II. COMPLETION DATE:

Media replacement with facility operational completed by **August 31, 2023**

III. BACKGROUND INFORMATION

The existing Tonka gravity filter has dimensions of 8-ft by 12-ft. Project will remove existing media and support gravel and replace with new material as specified.

IV. INSURANCE

1. **Contractor's Liability Insurance**
 - a. CONTRACTOR shall purchase and maintain such comprehensive general liability and other insurance as is appropriate for the Work being performed and furnished and as will provide protection from claims set forth below which may arise out of or result from CONTRACTOR's performance and furnishing of the Work and CONTRACTOR's other obligations under the Contract Documents, whether it is to be performed or furnished by CONTRACTOR, by a Subcontractor, by anyone directly or indirectly employed by any of them to perform or furnish any of the Work, or by anyone for whose acts any of them may be liable:
 - i. Claims under workers or workmen's compensation, disability benefits and other similar employee benefit acts;

- ii. Claims for damages because of bodily injury, occupational sickness or disease, or death of CONTRACTOR's employees;
 - iii. Claims for damages because of bodily injury, sickness or disease, or death of any person other than CONTRACTOR's employees;
 - iv. Claims for damages insured by personal injury liability coverage which are sustained (a) by any person as a result of an offense directly or indirectly related to the employment of such person by CONTRACTOR, or (b) by any other person for any other reason;
 - v. Claims for damages, other than to the Work itself, because of injury to or destruction of tangible property wherever located, including loss of use resulting there from;
 - vi. Claims arising out of operation of Laws or Regulations for damages because of bodily injury or death of any person or for damage to property; and
 - vii. Claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle.
- b. The CONTRACTOR shall purchase and maintain workers compensation insurance providing limits of \$100,000/500,000/100,000 or the limits required by Statute, whichever are greater.
 - c. The CONTRACTOR shall purchase and maintain general liability insurance including completed operations and contractual liability coverages, with limits of at least six hundred thousand dollars (\$600,000) per occurrence. All insurance shall remain in effect until final payment.

2. Insurance Certificates

Before commencement of any work, the CONTRACTOR shall submit written evidence to the City that all required insurance policies have been obtained. The certificates shall contain a provision that the coverages will not be canceled, materially changed or renewal refused until at least thirty (30) days prior written notice has been provided to the City.

3. Additional Insureds

All liability and property insurances shall name the City of Wabasso and Bolton & Menk, Inc. as an Additional Insured, which shall automatically include the City's agents.

4. Errors and Omissions Coverage

Any insurance agent who signs the certificate of insurance shall furnish with it a certificate that the agent has Errors and Omissions coverage with limits of at least \$600,000 per occurrence.

V. BONDS

1. Performance Bond - None required.
2. Payment Bond - None required.

VI. WORK PROVIDED BY CITY

In developing the proposal, it should be assumed by the CONTRACTOR that the CITY will provide the following:

1. Legal and physical access to the Water Treatment Plant.
2. Payment will be made upon issuance of an invoice after completion of media replacement, and the recommendations of the Engineer.

VII. WORK BY THE CONTRACTOR

1. See attached specification Sections 46 61 03 and 46 61 13.

VIII. WORK BY THE PROPERTY OWNER

1. None

IX. BID PROPOSAL

Total Project Bid Price: \$ 139,600⁰⁰

Communications concerning this Proposal shall be addressed to:

CONTRACTOR: Magney Construction, Inc.

ADDRESS: 1401 Park Road

CITY & STATE: Chanhassen, MN 55317

TELEPHONE: 952-474-1674

SIGNATURE: 

**CITY OF WABASSO, MINNESOTA
PROPOSAL FOR FILTER MEDIA REPLACEMENT – WATER TREATMENT FACILITY
0S1.126961**

I. DESCRIPTION OF PROJECT

1. The City of Wabasso is requesting proposals from licensed contractors to:
 - a. Remove and replace media in its steel gravity filter at the existing water treatment facility.
2. PROPOSAL SUBMISSION DATE: Mail or E-mail Proposals to Bolton & Menk, Inc. by **12:00 Noon on May 24, 2023.**
3. PROPOSAL MAIL LABEL/EMAIL: John Graupman, P.E.
Bolton & Menk, Inc.
1960 Premier Drive
Mankato, MN 56001
John.Graupman@bolton-menk.com
4. PROJECT QUESTIONS: Address inquiries to:
John Graupman, P.E., 507-380-0433

II. COMPLETION DATE:

Media replacement with facility operational completed by **August 31, 2023**

III. BACKGROUND INFORMATION

The existing Tonka gravity filter has dimensions of 8-ft by 12-ft. Project will remove existing media and support gravel and replace with new material as specified.

IV. INSURANCE

1. Contractor's Liability Insurance
 - a. CONTRACTOR shall purchase and maintain such comprehensive general liability and other insurance as is appropriate for the Work being performed and furnished and as will provide protection from claims set forth below which may arise out of or result from CONTRACTOR's performance and furnishing of the Work and CONTRACTOR's other obligations under the Contract Documents, whether it is to be performed or furnished by CONTRACTOR, by a Subcontractor, by anyone directly or indirectly employed by any of them to perform or furnish any of the Work, or by anyone for whose acts any of them may be liable:
 - i. Claims under workers or workmen's compensation, disability benefits and other similar employee benefit acts;

- ii. Claims for damages because of bodily injury, occupational sickness or disease, or death of CONTRACTOR's employees;
 - iii. Claims for damages because of bodily injury, sickness or disease, or death of any person other than CONTRACTOR's employees;
 - iv. Claims for damages insured by personal injury liability coverage which are sustained (a) by any person as a result of an offense directly or indirectly related to the employment of such person by CONTRACTOR, or (b) by any other person for any other reason;
 - v. Claims for damages, other than to the Work itself, because of injury to or destruction of tangible property wherever located, including loss of use resulting there from;
 - vi. Claims arising out of operation of Laws or Regulations for damages because of bodily injury or death of any person or for damage to property; and
 - vii. Claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle.
- b. The CONTRACTOR shall purchase and maintain workers compensation insurance providing limits of \$100,000/500,000/100,000 or the limits required by Statute, whichever are greater.
 - c. The CONTRACTOR shall purchase and maintain general liability insurance including completed operations and contractual liability coverages, with limits of at least six hundred thousand dollars (\$600,000) per occurrence. All insurance shall remain in effect until final payment.

2. Insurance Certificates

Before commencement of any work, the CONTRACTOR shall submit written evidence to the City that all required insurance policies have been obtained. The certificates shall contain a provision that the coverages will not be canceled, materially changed or renewal refused until at least thirty (30) days prior written notice has been provided to the City.

3. Additional Insureds

All liability and property insurances shall name the City of Wabasso and Bolton & Menk, Inc. as an Additional Insured, which shall automatically include the City's agents.

4. Errors and Omissions Coverage

Any insurance agent who signs the certificate of insurance shall furnish with it a certificate that the agent has Errors and Omissions coverage with limits of at least \$600,000 per occurrence.

V. BONDS

1. Performance Bond - None required.
2. Payment Bond - None required.

VI. WORK PROVIDED BY CITY

In developing the proposal, it should be assumed by the CONTRACTOR that the CITY will provide the following:

1. Legal and physical access to the Water Treatment Plant.
2. Payment will be made upon issuance of an invoice after completion of media replacement, and the recommendations of the Engineer.

VII. WORK BY THE CONTRACTOR

1. See attached specification Sections 46 61 03 and 46 61 13.

VIII. WORK BY THE PROPERTY OWNER

1. None

IX. BID PROPOSAL

Total Project Bid Price: \$ 126,500.00

Communications concerning this Proposal shall be addressed to:

CONTRACTOR: KHC Construction, Inc.

ADDRESS: 703 Ontario Rd N, PO Box 450

CITY & STATE: Marshall, MN 56258

TELEPHONE: 507-532-6768

SIGNATURE: 



Real People. Real Solutions.

1243 Cedar Street NE
Sleepy Eye, MN 56085

Ph: (507) 794-5541
Fax: (507) 794-5542
Bolton-Menk.com

May 4, 2023

VIA E-MAIL

Larry Thompson
City Clerk
City of Wabasso
1429 Front Street
P.O. Box 60
Wabasso, MN 56293-0060

RE: Partial Pay Estimate No. 3
Water Meter Improvements
City of Wabasso
BMI Project No.: OS1.126961

Dear Larry:

Attached is Partial Pay Estimate No. 3 for the referenced project. This estimate is submitted for the City's review and execution. We recommend payment to Metering & Technology Solutions in the amount of \$10,733.10 as itemized in Partial Pay Estimate No. 3.

Upon your review and approval, please sign the summary page of the partial pay estimate, scan the entire partial pay estimate, and email the electronic copy back to our office for our records. Send a copy of the executed partial pay estimate along with the check to the Contractor.

Please contact our office with any questions or comments regarding this estimate.

Sincerely,
Bolton & Menk, Inc.

David A. Palm, P.E.

DAP/jlj

Enclosure

Cc: Matt Miller, Resident Project Representative

PARTIAL PAY ESTIMATE NO.
WATER METER IMPROVEMENTS
CITY OF WABASSO, MN
BMI PROJECT NO. 051.126961
WORK COMPLETED THROUGH MAY 1, 2023

3

DISTRIBUTION:
CONTRACTOR (1)
OWNER (1)
ENGINEER (1)


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TOTAL, COMPLETED WORK TO DATE.....	\$154,009.00
TOTAL, STORED MATERIALS.....	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS.....	\$154,009.00
RETAINED PERCENTAGE (5%).....	-\$7,700.45
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS).....	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE.....	\$146,308.55
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES.....	\$135,575.45
PAY CONTRACTOR AS ESTIMATE NO. 3	\$10,733.10

Certificate for Partial Payment


I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: Metering & Technology Solutions
12016 Riverwood Drive
Burnsville, MN 55337

By:  Name Title Date
President 5/4/23

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

Engineer: Bolton & Menk, Inc., 1243 Cedar Street NE, Sleepy Eye, MN 56085

By:  Name Title Date
David A. Palm P.E. Project Engineer 5/4/23

APPROVED FOR PAYMENT:

Owner: City of Wabasso, 1429 Front Street, P.O. Box 60, Wabasso, MN 56293-0060

By: _____ Name Title Date

And _____ Name Title Date

PARTIAL PAY ESTIMATE NO.**3**

WATER METER IMPROVEMENTS

CITY OF WABASSO, MN

BMI PROJECT NO. 051.126961

FILENAME: H:\WABA\051126961\2_Preliminary\A_Calculations\126961_Quant.xlsx\Partial Pay Est. #38

WORK COMPLETED THROUGH MAY 1, 2023

BID ITEM NO.	ITEM DESCRIPTION	CONTRACT PRICES				WORK COMPLETED PREVIOUS ESTIMATE			WORK COMPLETED JOB-TO-DATE		
		UNIT PRICE	QNTY	UNIT	AMOUNT	QNTY	UNIT	AMOUNT	QNTY	UNIT	AMOUNT
1	Furnish 5/8" x 3/4" Water Meter	\$286.00	350	EACH	\$100,100.00	350	EACH	\$100,100.00	350	EACH	\$100,100.00
2	Furnish 1" Water Meter	\$321.00	6	EACH	\$1,926.00	3	EACH	\$963.00	3	EACH	\$963.00
3	Furnish 1-1/2" Water Meter	\$700.00	7	EACH	\$4,900.00	5	EACH	\$3,500.00	5	EACH	\$3,500.00
4	Furnish 2" Water Meter	\$910.00	12	EACH	\$10,920.00	2	EACH	\$1,820.00	2	EACH	\$1,820.00
5	Furnish 3" Water Meter	\$2,300.00	2	EACH	\$4,600.00	2	EACH	\$4,600.00	2	EACH	\$4,600.00
6	Furnish 4" Water Meter	\$2,600.00	2	EACH	\$5,200.00	0	EACH	\$0.00	0	EACH	\$0.00
7	Install 5/8" x 3/4" Water Meter	\$65.00	350	EACH	\$22,750.00	295	EACH	\$19,175.00	328	EACH	\$21,320.00
8	Install 1" Water Meter	\$65.00	6	EACH	\$390.00	3	EACH	\$195.00	6	EACH	\$390.00
9	Install 1 1/2" Water Meter	\$110.00	7	EACH	\$770.00	5	EACH	\$550.00	6	EACH	\$660.00
10	Install 2" Water Meter	\$160.00	12	EACH	\$1,920.00	2	EACH	\$320.00	8	EACH	\$1,280.00
11	Install 3" Water Meter	\$220.00	2	EACH	\$440.00	2	EACH	\$440.00	3	EACH	\$660.00
12	Install 4" Water Meter	\$275.00	2	EACH	\$550.00	0	EACH	\$0.00	0	EACH	\$0.00
13	Furnish & Install 3/4" Ball Valve	\$175.00	20	EACH	\$3,500.00	0	EACH	\$0.00	2	EACH	\$350.00
14	Furnish & Install 1" Ball Valve	\$185.00	2	EACH	\$370.00	0	EACH	\$0.00	0	EACH	\$0.00
15	Furnish & Install 1-1/2" Ball Valve	\$375.00	6	EACH	\$2,250.00	0	EACH	\$0.00	0	EACH	\$0.00
16	Furnish & Install 2" Ball Valve	\$350.00	2	EACH	\$700.00	0	EACH	\$0.00	3	EACH	\$1,050.00
17	Furnish & Install 3" Ball Valve	\$700.00	2	EACH	\$1,400.00	0	EACH	\$0.00	0	EACH	\$0.00
18	Furnish & Install 3/4" Meter Setter	\$500.00	10	EACH	\$5,000.00	0	EACH	\$0.00	0	EACH	\$0.00
19	Furnish & Install 1" Meter Setter	\$800.00	2	EACH	\$1,600.00	0	EACH	\$0.00	0	EACH	\$0.00
20	Perform Cellular Coverage Analysis	\$0.00	1	LUMP SUM	\$0.00	1	LUMP SUM	\$0.00	1	LUMP SUM	\$0.00
21	Furnish & Install Automatic Meter Infrastructure System	\$9,000.00	1	LUMP SUM	\$9,000.00	0.75	LUMP SUM	\$6,750.00	1.00	LUMP SUM	\$9,000.00
22	Sump Pump Inspection	\$7.00	320	EACH	\$2,240.00	307	EACH	\$2,149.00	324	EACH	\$2,268.00
23	Water Service Pipe Inspection	\$7.00	320	EACH	\$2,240.00	307	EACH	\$2,149.00	324	EACH	\$2,268.00
24	Plumber (Master)	\$80.00	5	HOUR	\$400.00	0	HOUR	\$0.00	35	HOUR	\$2,800.00
25	Plumber (Apprentice or Laborer)	\$70.00	5	HOUR	\$350.00	0	HOUR	\$0.00	14	HOUR	\$980.00
	TOTAL PAY ESTIMATE AMOUNT:				\$183,516.00			\$142,711.00			\$154,009.00

PARTIAL PAY ESTIMATE NO.
WATER METER IMPROVEMENTS
CITY OF WABASSO, MN
BMI PROJECT NO. 051.126961
WORK COMPLETED THROUGH MAY 1, 2023

~~3~~
4 & Final

DISTRIBUTION:
CONTRACTOR (1)
OWNER (1)
ENGINEER (1)

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TOTAL, COMPLETED WORK TO DATE.....	\$154,009.00	?
TOTAL, STORED MATERIALS.....	\$0.00	
TOTAL, COMPLETED WORK & STORED MATERIALS.....	\$154,009.00	?
RETAINED PERCENTAGE (0% 5%).....	-\$7,700.45	0
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS).....	\$0.00	
NET AMOUNT DUE TO CONTRACTOR TO DATE.....	\$146,308.55	?
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES.....	\$135,575.45	146,308.55
PAY CONTRACTOR AS ESTIMATE NO. X 4 & Final	\$10,733.10	?

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: Metering & Technology Solutions
12016 Riverwood Drive
Burnsville, MN 55337

By:


Name

President
Title

5/4/23
Date

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

Engineer: Bolton & Menk, Inc., 1243 Cedar Street NE, Sleepy Eye, MN 56085

By

David A. Palm
David A. Palm P.E.

Project Engineer
Title

5/4/23
Date

APPROVED FOR PAYMENT:

Owner: City of Wabasso, 1429 Front Street, P.O. Box 60, Wabasso, MN 56293-0060

By

Name

Title

Date

And

Name

Title

Date

PARTIAL PAY ESTIMATE NO.

WATER METER IMPROVEMENTS

CITY OF WABASSO, MN

BMI PROJECT NO. 051.126961

FILENAME: H:\WABA\051126961\2_Preliminary\A_Calculations\126961_Quant.xlsx\Partial Pay Est. #38

WORK COMPLETED THROUGH MAY 1, 2023

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Five!
#5

BID ITEM NO.	ITEM DESCRIPTION	CONTRACT PRICES				WORK COMPLETED PREVIOUS ESTIMATE				WORK COMPLETED JOB-TO-DATE			
		UNIT PRICE	QNTY	UNIT	AMOUNT	QNTY	UNIT	AMOUNT	QNTY	UNIT	AMOUNT		
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2	Furnish 1" Water Meter	\$321.00	6	EACH	\$1,926.00	3	EACH	\$963.00	3	EACH	\$963.00		
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4	Furnish 2" Water Meter	\$910.00	12	EACH	\$10,920.00	2	EACH	\$1,820.00	2	EACH	\$1,820.00		
5	Furnish 3" Water Meter	\$2,300.00	2	EACH	\$4,600.00	2	EACH	\$4,600.00	2	EACH	\$4,600.00		
6	Furnish 4" Water Meter	\$2,600.00	2	EACH	\$5,200.00	0	EACH	\$0.00	0	EACH	\$0.00		
7	Install 5/8" x 3/4" Water Meter	\$65.00	350	EACH	\$22,750.00	295	EACH	\$19,175.00	328	EACH	\$21,320.00		
8	Install 1" Water Meter	\$65.00	6	EACH	\$390.00	3	EACH	\$195.00	6	EACH	\$390.00		
9	Install 1 1/2" Water Meter	\$110.00	7	EACH	\$770.00	5	EACH	\$550.00	6	EACH	\$660.00		
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11	Install 3" Water Meter	\$220.00	2	EACH	\$440.00	2	EACH	\$440.00	3	EACH	\$660.00		
12	Install 4" Water Meter	\$275.00	2	EACH	\$550.00	0	EACH	\$0.00	0	EACH	\$0.00		
13	Furnish & Install 3/4" Ball Valve	\$175.00	20	EACH	\$3,500.00	0	EACH	\$0.00	2	EACH	\$350.00		
14	Furnish & Install 1" Ball Valve	\$185.00	2	EACH	\$370.00	0	EACH	\$0.00	0	EACH	\$0.00		
15	Furnish & Install 1-1/2" Ball Valve	\$375.00	6	EACH	\$2,250.00	0	EACH	\$0.00	0	EACH	\$0.00		
16	Furnish & Install 2" Ball Valve	\$350.00	2	EACH	\$700.00	0	EACH	\$0.00	3	EACH	\$1,050.00		
17	Furnish & Install 3" Ball Valve	\$700.00	2	EACH	\$1,400.00	0	EACH	\$0.00	0	EACH	\$0.00		
18	Furnish & Install 3/4" Meter Setter	\$500.00	10	EACH	\$5,000.00	0	EACH	\$0.00	0	EACH	\$0.00		
19	Furnish & Install 1" Meter Setter	\$800.00	2	EACH	\$1,600.00	0	EACH	\$0.00	0	EACH	\$0.00		
20	Perform Cellular Coverage Analysis	\$0.00	1	LUMP SUM	\$0.00	1	LUMP SUM	\$0.00	1	LUMP SUM	\$0.00		
21	Furnish & Install Automatic Meter Infrastructure System	\$9,000.00	1	LUMP SUM	\$9,000.00	0.75	LUMP SUM	\$6,750.00	1.00	LUMP SUM	\$9,000.00		
22	Sump Pump Inspection	\$7.00	320	EACH	\$2,240.00	307	EACH	\$2,149.00	324	EACH	\$2,268.00		
23	Water Service Pipe Inspection	\$7.00	320	EACH	\$2,240.00	307	EACH	\$2,149.00	324	EACH	\$2,268.00		
24	Plumber (Master)	\$80.00	5	HOUR	\$400.00	0	HOUR	\$0.00	35	HOUR	\$2,800.00		
25	Plumber (Apprentice or Laborer)	\$70.00	5	HOUR	\$350.00	0	HOUR	\$0.00	14	HOUR	\$980.00		
	TOTAL PAY ESTIMATE AMOUNT:				\$183,516.00			\$142,711.00			\$154,009.00		

AN ORDINANCE AMENDING ORDINANCE NO. 224

The City Council of Wabasso, Minnesota ordains that Ordinance No. 224 Section 8, Subdivision 4. Shall be Amended to Read As Follows:

Closing Times. The premises for which an “on-sale” license is granted shall be closed to the public no later than 2:00 a.m. on any day, and no individuals, except for the licensee and/or his employees, shall be present on the premises when closed.

Passed by the City Council of Wabasso, Minnesota this 12th day of June, 2023.

Mayor

Attested:

City Clerk

To: Mayor and Council
From: Larry Thompson, Clerk/Treasurer/Administrator
Re: Assessment Policy
Date: June 5, 2023

The purpose of the 6-12-23 agenda item is to present background information and generate discussion on the topic.

The city's current assessment policy is to assess 100% of the costs except oversizing of water and sewer mains and arterial streets. The city also only assesses for the first 10' of paving in front of the property. Grants, such as the LRIP grant the city received for Cedar St. is used to reduce the City's portion of the project. The method of calculating assessments are as follows:

1. Paving, curb, gutter, sidewalk, sewer and water – 100% front footage including side and front yard.
2. Aprons and driveways – square footage
3. Stormwater – Square footage of lot.
4. Deferral for hardships - none

Concerns with this policy are as follows:

1. Corner lots get penalized by bearing a disproportional cost in relation to benefits. For example a corner lot would be assessed approximately 70 – 100% more than an interior lot yet does not enjoy that additional benefit. It is suggested the long side of the lot be assessed 50% of the front footage. A suggested adjustment of side lot lines to 50% was included in the improvement project handout.
2. Stormwater – It is very difficult to prove benefit for surface water runoff. Most city's have gone away from assessing storm sewer costs because of this issue.
3. If we were to follow the city's policy we would assess approximately \$1,000,000 against the property owners. We could reduce that by applying the LRIP grant funds, but how fair would it be to the property owners of a future project that does not enjoy the benefit of a grant.
4. The assessment may be a hardship for some individuals and I don't believe the city would wish to drive owners from their homes because they can't afford the assessments.

I have attached a draft assessment policy which includes a summary chart of a revised assessment policy and a special assessment deferral.

I have also attached a copy of a summary of costs and assessments for the Cedar Street project comparing the differences between assessments assuming current policy applying the LRIP Grant Funds; current policy without applying the LRIP funds and utilizing the 25% assessment approach.

current

SPECIAL ASSESSMENT POLICY SUMMARY
CITY OF WABASSO, MN

DISTRIBUTION OF ASSESSMENTS

Several methods exist for assessing property benefited by local government projects. It is the policy of the City to use the method that most equitably distributes project costs.

In general, the percentage of costs to be assessed for street and utility infrastructure improvements associated with this project shall be as follows:

RESPONSIBILITY OF PAYMENT FOR IMPROVEMENTS ⁽¹⁾				
IMPROVEMENT	RECONSTRUCT or NEW	CITY COST SHARE	PROPERTY OWNER COST SHARE	REMARKS
Preliminary Engineering Report, Design & Construction Engineering	Reconstruct	Varies	Varies	Distributed and pro-rated with work or improvement items as noted below.
Street Surface	Reconstruct	Middle section of the street	Outside 10' of the street	Assessed by lot frontage. Front lot = short side. Side lots = long side to be assessed at 1/2 Rate.
Curb & Gutter	Reconstruct	Varies ⁽²⁾	100% ⁽²⁾	Assessed by lot frontage, linear foot
Sidewalk	Reconstruct	Varies ⁽²⁾	100% ⁽²⁾	Assessed by walk area, square foot
Driveway Apron	Reconstruct	Varies ⁽²⁾	100% ⁽²⁾	Assessed by apron area, square yard
Storm Sewer	Reconstruct	Varies ⁽³⁾	100% ⁽³⁾	Assessed by lot area, square foot
Sanitary Main	Reconstruct	0%	100%	For 6" max pipe size N/A for this project, no sanitary on project
Sanitary Service	Reconstruct	0%	100%	
Water Main	Reconstruct	0%	100%	For 6" max pipe size. Hydrants are not assessed N/A for this project, no water on project
Water Service	Reconstruct	0%	100%	

Notes:

- (1) State Aid funding may be applied to reduce City / Property Owner costs per policy.
- (2) City to pay for curb & gutter, walks, and driveway aprons across alley & street R.O.W.
- (3) City to pay for storm sewer across alley and street R.O.W.

**CITY OF WABASSO
CEDAR STREET LRIP IMPROVEMENTS
SUMMARY OF FUNDING**

ASSESSMENT POLICY WITH LRIP FUNDS APPLIED

Costs	Construction	Engineering	Admin	Totals
Surface	926,070	203,740	27,790	1,157,600
Curb, Gutter, Concrete Surface	471,760	103,790	14,160	589,710
Storm Sewer	232,610	51,180	6,980	290,770
Total	1,630,440	358,710	48,930	2,038,080
Assessed				
Surface	134,109			
Curb and Gutter	54,950			
Sidewalks	74,815			
Aprons	28,499			
Storm Sewer	87,500			
Total Assessments	379,873			
Funding Sources				
LRIP Grant	1,250,000	61.3%		
Assessments	379,873	18.6%		
Storm Sewer Utility	-	0.0%		
Water Utility	-	0.0%		
Sewer Utility	-	0.0%		
Road and Bridge Funds	408,207	20.0%		
	2,038,080	100.0%		

CURRENT ASSESSMENT POLICY W/O LRIP FUNDS APPLIED

Costs	Construction	Engineering	Admin	Totals
Surface	926,070	203,740	27,790	1,157,600
Curb, Gutter, Concrete Surface	471,760	103,790	14,160	589,710
Storm Sewer	232,610	51,180	6,980	290,770
Total	1,630,440	358,710	48,930	2,038,080
Assessed				
Surface	346,917			
Curb and Gutter	142,024			
Sidewalks	193,674			
Aprons	73,697			
Storm Sewer	228,472			
Total Assessments	984,783			
Funding Sources				
LRIP Grant	1,250,000	61.3%		
Assessments	984,783	48.3%		
Storm Sewer Utility		0.0%		
Water Utility		0.0%		
Sewer Utility		0.0%		
Road and Bridge Funds	(196,703)	-9.7%		
	2,038,080	100.0%		

25% of costs except storm sewer

Costs	Construction	Engineering	Admin	Totals
Surface	926,070	203,740	27,790	1,157,600
Curb, Gutter, Concrete Surface	471,760	103,790	14,160	589,710
Storm Sewer	232,610	51,180	6,980	290,770
Total	1,630,440	358,710	48,930	2,038,080
Assessed				
Surface	337,791			
Curb and Gutter	35,506			
Sidewalks	48,393			
Aprons	18,424			
Storm Sewer	-			
Total Assessments	440,114			
Funding Sources				
LRIP Grant	1,250,000	61.3%		
Assessments	440,114	21.6%		
Storm Sewer Utility	290,757	14.3%		
Water Utility	-	0.0%		
Sewer Utility	-	0.0%		
Road and Bridge Funds	57,209	2.8%		
	2,038,080	100.0%		

Proposed

City of Wabasso, MN Special Assessment Policy Summary Table

Updated:
November 2021

DISTRIBUTION OF ASSESSMENTS

Several methods exist for assessing property benefited by local government projects. It is the policy of the City to use the method that most equitably distributes project costs.

In general, the percentage of costs to be assessed for street and utility infrastructure improvements associated with this project shall be as follows:

RESPONSIBILITY OF PAYMENT FOR IMPROVEMENTS ⁽¹⁾				
IMPROVEMENT	RECONSTRUCT or NEW ^{(3) & (4)}	CITY COST SHARE	PROPERTY OWNER COST SHARE	REMARKS
Preliminary Engineering Report, Design & Construction Engineering	Reconstruct	Varies	Varies	Distributed and pro-rated with work or improvement items as noted below.
Street Surface	Reconstruct	75%	25% of the total street surfacing costs	Assessed by lot frontage. Front lot = short side. Side lot = long side. Side lot to be assessed at ½ lot length.
Curb & Gutter	Reconstruct	75% ⁽²⁾	25% ⁽²⁾	Assessed by lot frontage, linear foot.
Sidewalk	Reconstruct	75% ⁽²⁾	25% ⁽²⁾	Assessed by walk area, square foot.
Driveway Apron	Reconstruct	75% ⁽²⁾	25% ⁽²⁾	Assessed by apron area, square yard.
Storm Sewer	Reconstruct	100%	0%	Not Assessed.

Sanitary Main	Reconstruct	75%	25% of the total sanitary main costs	For 8" max pipe size. Assessed by lot frontage. Corner lots only assessed on side where property receives the service.
Sanitary Service	Reconstruct	0%	100%	Assessed by each.
Water Main	Reconstruct	75%	25% of the total water main costs	For 8" max pipe size. Hydrants are not assessed. Assessed by lot frontage. Corner lots only assessed on side where property receives the service.
Water Service	Reconstruct	0%	100%	Assessed by each.
External funds, such as State Aid Funds / Grant ⁽¹⁾	Reconstruct	To be applied to reduce City Costs Share		

Notes:

- (1) External or outside funding, such as MnDOT State Aid funding, will be applied to reduce City costs share.
- (2) City to pay for curb & gutter, walks, and driveway aprons across alley & street R.O.W.
- (3) For new construction (new developments), 100% of all costs for each category of work (streets, curb & gutter, sanitary sewer, etc.) will be assessed to the benefitting lots within the new development.
- (4) The City reserves the right to modify the special assessment policy as needed and on a project by project basis to sufficiently maintain existing infrastructure and to promote new development within the City.

SPECIAL ASSESSMENT POLICY
OF
CITY OF WABASSO, MINNESOTA

Adopted by City Council: _____

**SPECIAL ASSESSMENT POLICY
CITY OF WABASSO, MN**

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SPECIAL ASSESSMENT POLICY
CITY OF WABASSO, MN

I. INTRODUCTION:

General Policy

When an improvement is of special benefit to properties in a definable area, it is the intent of the City Policy to levy special assessments on the benefited properties to finance such improvements. Improvement costs shall, whenever possible, be assessed in full against the benefited property. All special assessment improvements shall be made in accordance with this Policy and the requirements of Minnesota Statutes Chapter 429.

Assessment Policies Applicable to All Improvements

Improvements for construction of street surfaces, alley surfaces, curb and gutter, sidewalk, driveway approaches, boulevard landscaping, sanitary sewer, water system, or other assessment improvements may be undertaken upon City Council initiation or petition of the affected property owners. If owners of 35 percent or more of frontage of the property abutting the proposed improvement petition for improvements, the Council may choose to begin proceedings for the project.

Improvement costs shall, whenever possible, be assessed in full against the benefited property, thereby keeping the improvement costs chargeable to the City to a minimum. The following general principles shall be used as a basis of the City's assessment policy:

The "Project Cost" of an improvement shall be deemed to include the costs of all necessary construction work required to accomplish the improvement, plus engineering, surveying, legal, administrative, financing, right-of-ways and other contingent costs. The "Project Cost" shall also include the costs to prepare the Preliminary Engineering Report for the project.

Where the project cost of an improvement is not entirely attributable to the need for service to the area served by said improvement, or where unusual conditions beyond the control of the owners of the property in the area served by the improvement would result in an inequitable distribution of special assessments, the City, through the use of other funds, may pay such "city costs" which, in the opinion of the City Council, represents the excess cost not directly attributable to the area served.

If financial assistance is received from the federal government, from the State of Minnesota or from any other source to defray a portion of the cost of a given improvement, such aid, at the option of the City Council, will be used first to reduce the "city cost" of the improvement. If the financial assistance received is greater than the normal "city cost," the remainder of the aid will be used to reduce the special assessments against the benefiting properties, such a reduction to be applied on a pro rata basis.____

SPECIAL ASSESSMENT POLICY
CITY OF WABASSO, MN

The "assessable cost" of an improvement shall be defined as being those costs which, in the opinion of the City Council, are attributable to the need for service in the area served by the improvement. Said "assessable cost" shall be equal to the "project cost" of the current project as defined above, minus "city cost" as defined above, minus other financial assistance credited as above described. The assessable cost shall not exceed the increase in market value of the property being assessed.

City-owned properties, including municipal building sites, parks and playgrounds, but not including public streets and alleys, shall be regarded as being assessable on the same basis as if such property was privately owned.

Assessments may be spread over such period of time as the Council shall approve.

In the event the literal application of the provisions outlined herein would result in an inequitable distribution of special assessments, the City Council reserves the right to adjust the policy so as to achieve a more equitable distribution.

II. LOCAL IMPROVEMENT PROCESS:

The Sleepy Eye City Council has adopted the following process for the initiation, review and assessment of local public improvement projects.

STEP ACTION

A. PROJECT INITIATION / REVIEW

Projects may be initiated by: Petition of Affected Property Owners or the Council. If the project is petitioned, the Council, must determine if it conforms with State Statutes. Any City board or commission which proposes an improvement shall present the improvement to the City Council for consideration.

B. PRELIMINARY ENGINEERING REPORT / CALL FOR HEARING

The Council instructs Staff or the Consulting Engineer to prepare a preliminary report on the proposed improvement. The report will indicate feasibility of proceeding with improvements and estimated costs. The Council will review the Preliminary Engineering Report and adopt a motion to set a public hearing to gather comments on the proposed improvement. The public hearing may be omitted if the project is petitioned by 100% of affected property owners. Notice of the public hearing shall be given pursuant to State Statute.

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C. PUBLIC IMPROVEMENT HEARING

The purpose of the hearing is to give all interested property owners a chance to comment on the proposed improvement. If the improvement is to be bid and constructed prior to preparation of a final assessment roll, estimated assessment amounts for an average property owner shall be provided at the hearing. If the Council, after due input by the public, elects to proceed with the project, the improvement is ordered and, Staff, and/or the Consulting Engineer will be directed to prepare necessary project plans and specifications.

Notice of the Public Improvement Hearing must be published twice in the official newspaper. The two publications must be a week apart and at least three days must elapse between the last publication date and the date set for the hearing. Also, not less than 10 days before the hearing, notice must be mailed to the owner of each parcel within the area to be assessed. The notices must state the time and place of the hearing, the general nature of the improvement, the estimated cost, and the area proposed to be assessed.

D. PLAN AND SPECIFICATIONS REVIEW / ADVERTISEMENT FOR BIDS

Completed project plans and specifications shall be presented for consideration by the City Council. If approved, the Council shall direct the City Clerk to advertise for construction bids and set a date for bid opening.

An advertisement for bids is required only if the estimated cost exceeds \$25,000. If the estimated amount exceeds \$10,000 but is not over \$25,000, the contract may be made either upon sealed bids or by direct negotiation. For improvement under \$10,000, contracts may be let upon quotation or in the open market, in the discretion of the governing body. All other requirements of the uniform contracting law apply, such as the need to obtain two or more quotations where possible. If bids are advertised for, the advertisement must be published in the official paper but the length of time is left to the discretion of the council. However, at least 10 days must elapse between the first publication and the opening of the bids and three weeks if the estimated cost exceeds \$100,000. On projects of that magnitude, publication in a trade paper published in a first class city must also be made; a single publication at least three weeks before closing bids is sufficient. The newspaper usually used for this purpose is the Construction Bulletin which is located in Brooklyn Park, Mn.

E. ACCEPTING BIDS / ASSESSMENT ROLL

At the time and place previously established, the City Council shall open and review all sealed bids for the improvement. The City may accept and retain all or a portion of the bids. The City may also defer awarding the bid for a period of time not to exceed forty-five (45) days. The purpose of the delay is to allow staff time to review the bids and to allow for assessment hearings. The Council may declare costs to be assessed

SPECIAL ASSESSMENT POLICY
CITY OF WABASSO, MN

and order the Staff or the Consulting Engineer to prepare the assessment roll immediately or table assessment proceedings until the project has neared completion.

F. AWARDING BIDS:

The City Council "Owner" reserves the right to reject any or all bids and to waive any irregularities and informalities therein and to award the Contract to other than the lowest bidder if, in their discretion, the interest of the Owner would be best served thereby.

When the City Council has completed all necessary review and preliminary hearings, it may award the bid to the lowest acceptable bidder.

G. CONSTRUCTION:

Once the City has entered into a contract with the successful bidder, construction of the improvement may begin.

H. ASSESSMENT PROCESS:

The Council shall initiate appropriate assessment proceedings, if it has not done so prior to bid award of project construction. Normally, assessment proceedings will be conducted following substantial completion of the work.

I. ASSESSMENT HEARING:

The assessment hearing is held at this time only if the Council has determined the need to do so. A resolution shall be prepared by the City Clerk and approved by the Council which declares the costs to be assessed and orders the preparation of proposed assessments. A separate or combined resolution shall also be prepared by the City Clerk and approved by the Council setting the hearing date for the proposed assessment hearing. The purpose of the hearing is to give property owners the opportunity to object to the proposed assessment. Objections may be made at the hearing or submitted in writing prior to the hearing.

The City Clerk shall publish a notice of assessment hearing at least once in the official newspaper. The hearing must be fixed for a day at least two weeks after the publication of the notice. The notification for the assessment hearing shall include the following statements at a minimum:

1. The date, time and place of the assessment hearing.
2. The general nature of the improvement.
3. The area proposed to be assessed.
4. The total amount of the proposed assessment.
5. That the proposed assessment roll is on file with the City Clerk.
6. That written or oral objections will be considered.

SPECIAL ASSESSMENT POLICY
CITY OF WABASSO, MN

7. That no appeal may be taken as to the amount of any assessment unless a signed, written objection is filed with the Clerk prior to the hearing or presented to the presiding officer at the hearing.
8. That an appeal to district court may be made by serving notice upon the Mayor or Clerk of the City within thirty (30) days after adoption of the assessment and filing such notice with the District Court within ten (10) days after service upon the Mayor or Clerk.
9. Whether the City has adopted any deferment ordinance or resolution, and the basic substance of that ordinance or resolution.

The City Clerk shall also notify affected property owners of the assessment hearing. Mailed notices shall be sent not less than two weeks prior to the date set for the hearing. An affidavit of mailed receipts shall be prepared and notarized, and the document shall be stored in and made a part of the project file. The mailed notification for the assessment hearing shall include not only the nine (9) items in the published notice, but also the following information:

1. The amount to be specially assessed against that particular lot, piece, or parcel of land.
2. The right of the property owner to prepay the entire assessment and the person to whom prepayment must be made.
3. Whether partial prepayment of the assessment has been authorized.
4. The time within which prepayment may be made without the assessment of interest.
5. The rate of interest to be accrued if the assessment is not prepaid within the required time period.

In accordance with Minnesota State Law, the City Clerk will notify an affected property owner by mail if their adopted assessment differs from the proposed assessment as to a particular lot, piece or parcel of land. Property owners will also be notified by mail of any changes adopted by the Council in interest rates or prepayment requirements from those contained in the notice of proposed assessment.

J. ADOPTING ASSESSMENT ROLL:

Upon determination of final assessment amounts and a finding that the assessments do not exceed the increase in market value of each respective property, the Council shall adopt the assessment roll. Any property owner who has formally objected to the assessment has thirty (30) days to appeal the assessment to District Court.

K. PARTIAL OR FULL PREPAYMENT:

After adoption of the assessment roll by the Council in any local improvement proceeding, the owner of specially assessed property may, prior to certification of

SPECIAL ASSESSMENT POLICY
CITY OF WABASSO, MN

assessments to the County Auditor, pay to the City Clerk / Finance Officer any portion of the assessment. The remaining unpaid balance shall be spread over the period of time established by the Council for installment payment of assessment.

L. CERTIFICATION OF ASSESSMENTS

After adoption of any special assessment by the Council, the City Clerk, or Finance Officer shall transmit a certified duplicate of the assessment roll, interest amount, term, and yearly installments as required to the Redwood County Auditor.

III. DISTRIBUTION OF ASSESSMENTS

Several methods exist for assessing property benefitted by local government projects. It is the policy of the City to use the method that most equitably distributes project costs.

DISTRIBUTION OF ASSESSMENTS

Several methods exist for assessing property benefitted by local government projects. It is the policy of the City to use the method that most equitably distributes project costs.

In general, the percentage of costs to be assessed for street and utility infrastructure improvements associated with this project shall be as follows:

RESPONSIBILITY OF PAYMENT FOR IMPROVEMENTS ⁽¹⁾				
IMPROVEMENT	RECONSTRUCT or NEW ^{(3) & (4)}	CITY COST SHARE	PROPERTY OWNER COST SHARE	REMARKS
Preliminary Engineering Report, Design & Construction Engineering	Reconstruct	Varies	Varies	Distributed and pro- rated with work or improvement items as noted below.
Street Surface	Reconstruct	75%	25% of the total street surfacing costs	Assessed by lot frontage. Front lot = short side. Side lot = long side. Side lot to be assessed at ½ lot length.
Curb & Gutter	Reconstruct	75% ⁽²⁾	25% ⁽²⁾	Assessed by lot frontage, linear foot.
Sidewalk	Reconstruct	75% ⁽²⁾	25% ⁽²⁾	Assessed by walk area, square foot.

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Driveway Apron	Reconstruct	75% ⁽²⁾	25% ⁽²⁾	Assessed by apron area, square yard.
Storm Sewer	Reconstruct	100%	0%	Not Assessed.
Sanitary Main	Reconstruct	75%	25% of the total sanitary main costs	For 8" max pipe size. Assessed by lot frontage. Corner lots only assessed on side where property receives the service.
Sanitary Service	Reconstruct	0%	100%	Assessed by each.
Water Main	Reconstruct	75%	25% of the total water main costs	For 8" max pipe size. Hydrants are not assessed. Assessed by lot frontage. Corner lots only assessed on side where property receives the service.
Water Service	Reconstruct	0%	100%	Assessed by each.
External funds, such as State Aid Funds / Grant ⁽¹⁾	Reconstruct	To be applied to reduce City Costs Share		

Notes:

- (1) External or outside funding, such as MnDOT State Aid funding, will be applied to reduce City costs share.
- (2) City to pay for curb & gutter, walks, and driveway aprons across alley & street R.O.W.
- (3) For new construction (new developments), 100% of all costs for each category of work (streets, curb & gutter, sanitary sewer, etc.) will be assessed to the benefitting lots within the new development.
- (4) The City reserves the right to modify the special assessment policy as needed and on a project by project basis to sufficiently maintain existing infrastructure and to promote new development within the City.

In general, the percentage of costs to be assessed for street and utility infrastructure improvements shall be as follows:

Specific details and examples of calculating the assessment for each item listed in the table are as follows:

SPECIAL ASSESSMENT POLICY
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A. PRELIMINARY ENGINEERING REPORT:

1. **Preliminary Engineering Report - Initiated by Council or Petition and followed by completed project.**

The costs to prepare the Preliminary Engineering Report shall be included in the assessments to the abutting property owners as a portion of the overall unit price for each improvement being assessed to the property owners. The costs will be distributed using the percentages and examples as shown in the following paragraphs.

2. **Preliminary Engineering Report - Initiated by Petition and followed by no project.**
If the Council is petitioned by a developer or owner(s) to make an improvement and a Preliminary Engineering Report is provided, and an improvement project is not made, the costs to prepare the Preliminary Engineering Report shall be assessed at 50% to the developer or owner(s) who petitioned for the report or improvements. The assessed cost will be distributed in equal amounts to each owner(s) who signed the petition.

3. **Preliminary Engineering Report - Initiated by Council and followed by no project.**
If the Council initiates a project and a Preliminary Engineering Report is provided, and an improvement project is not made, the costs to prepare the Preliminary Engineering Report shall be 100% City costs and no assessments will be made.

SPECIAL ASSESSMENT POLICY
CITY OF WABASSO, MN

IV. DEFERMENT, PAYMENT, AND CERTIFICATION OF ASSESSMENTS

A. Deferment of Special Assessment at the discretion of the City Council

The City Council may elect to defer an assessment for agricultural property or non-developable property along a project. When the property is developed, the City Council reserves the right to apply the previous assessment with interest to the newly developed property.

The City Council may also elect to defer an assessment which causes a gross financial burden or hardship on the property owner. If a request is made of the Council to defer an assessment due to a hardship, the property owner shall provide the Council with written documentation including, but not limited to tax records, paycheck receipts, bank account balances, etc. which proves the hardship.

B. Deferment of Special Assessment for Senior Citizens.

Criteria. In determining whether or not a senior citizen is eligible for deferral of special assessment installment payments, the following criteria are established:

- (1) Senior Citizens special assessment hardship deferral applies to special assessments levied after the date of the adoption of this Policy, providing the City Council adopts an ordinance to this effect.
- (2) Senior Citizens special assessment hardship deferral applies to qualifying special assessments against all properties classified as "homestead" pursuant to M.S. Chapter 273, where one or more of the owners of such property is 65 years of age or older and it would create a hardship for the owner or owners of the property to pay the special assessment installments as they become due.
- (3) It shall be presumed that a hardship exists if:
 1. The annual assessment installment exceeds 1% of the previous year's total adjusted gross incomes, for Federal Income Tax purposes, for all owners of the property; in no event shall "total adjusted gross income" include Social Security Benefits, Railroad Retirement Benefits, retirement benefits attributable to employee contributions, disability benefits, personal injury awards or workmen's compensation payments.

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- (b) All owners of the property verify, under oath, that they meet the criteria for establishing a hardship by completing an application provided by the City.
- (4) In cases where exceptional and unusual circumstances exist, the City Council may determine that a hardship exists despite the fact that the minimum income requirements of Section (3) (a) are not met; such cases shall be decided by the Council on a case by case basis.
- D. Interest. Interest shall/shall not be charged on any assessment deferred pursuant to this Policy at a rate equal to the rate charged on other assessments for the particular public improvement project the assessment is financing.
- E. When Deferred. The deferment shall be granted upon a certification by the owner on a form prescribed and approved by the City Clerk to establish the qualification of the owner for such a deferment. The application shall be made within thirty (30) days after the adoption of the assessment roll by the Council and shall be renewed each following years upon the filing of a similar application not later than May 31st. The Council shall either grant or deny the deferment and, if it grants the deferment, it may require the payment of the interest due each year. If the Council grants the deferment, the Clerk shall notify the county auditor and the county assessor who shall, in accordance with Minnesota Statutes, Section 444.23 record a notice of the deferment with the register of deeds setting forth the amount of the assessment. When a deferment is allowed by the Council, it shall be noted and made a part of the resolution adopting the Final Assessment Roll.
- F. When Deferment Ends. The option to defer the payment of special assessments shall terminate and all amounts accumulated, plus applicable interest, shall become due upon the occurrence of any one of the following events:
 - (a) The death of the property owner 65 years of age or older, providing the surviving owner is otherwise not eligible for deferment;
 - (b) the sale, transfer, or subdivision of all or any part of the property;
 - (c) loss of homestead status on the property;
 - (d) determination by the Council for any reason that there would be no hardship to require immediate or partial payment;
 - (e) failure to file a renewal application within the time prescribed by Subd. B, herein above; or
 - (f) at the request of the property owner.

SPECIAL ASSESSMENT POLICY
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- G. Procedure for Termination of Deferment. Upon the occurrence of one of the events specified herein above, the Council shall terminate the deferment. Thereupon, the Clerk shall notify the county assessor and the county auditor of the termination, including the amounts accumulated on unpaid installments plus applicable interest which shall become due and payable as a result of the termination.
- H. Publication of notice of yearly Assessment and Deferment. The Clerk shall publish notice in the official publication of the City, said notice to be published in the first week of April and the first week of May of each year. Said notice shall advise of the availability of the deferment of payments on special assessments and shall advise as to the deadline for filing of same.
- I. Partial Payment of Assessment. After the adoption by the Council of the assessment roll in any local improvement proceeding, the owner of any property specially assessed in the proceeding may, prior to the certification of the assessment or the first installment to the County Auditor, pay to the Clerk any portion of the assessment. The remaining unpaid balance shall be spread over the period of time established by the Council for installment payment of the assessment.
- J. Certification of Assessments.
After the adoption of any special assessment by the Council, the Clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the County Auditor to be extended on the proper tax lists of the County.

VI. ADOPTION OF POLICY.

Passed and Adopted by the City Council of the City of Wabasso, the ____ day of _____, 2022

Mayor: Carol Atkins

Date:

ATTEST:

City Clerk: Larry J Thompson

Date:

Name	Address	Existing Policy with LRIP	Existing Policy w/o LRIP	Recommended Policy
Richard Jennings	26097 295 St.	\$7,837.34	\$20,312.01	\$11,180.54
Ryan Murray	1013 Cedar St.	\$5,407.84	\$14,015.36	\$7,683.65
Krista Lynn Murray-Davis	1017 Cedar St.	\$10,554.26	\$27,337.93	\$12,685.71
Brian S. & Mary Sue Fischer	1019 Cedar St.	\$12,652.04	\$32,779.93	\$13,552.89
Carol A Atkins Etal	544 South St.	\$17,295.74	\$44,822.53	\$13,461.46
WK Rental LLC	310 N Lincoln St.	\$12,137.08	\$31,433.62	\$14,127.63
Timothy Goblirsch	PO Box 177	\$12,738.22	\$33,017.99	\$12,695.18
Kaufenberg Enterprises LLC	743 Main St.	\$10,847.20	\$28,107.95	\$12,154.30
Joyce Irlbeck	PO Box 94	\$12,290.28	\$31,872.12	\$13,179.60
Paul & Candice Sobocinski	24649 230 Street	\$8,674.84	\$22,466.00	\$9,737.32
Elaine M. Baune	1053 Cedar St	\$6,408.80	\$16,607.08	\$8,214.21
Sherry L. Knott %Sherry Ubl	1055 Cedar St.	\$6,060.70	\$15,707.35	\$7,989.23
Sherry L. Ubl	1055 Cedar St.	\$5,506.00	\$14,273.50	\$7,630.71
Jonathan R. Baune	26640 230th St.	\$6,141.74	\$15,917.42	\$8,041.69
City of Wabasso	PO Box 60	\$47,256.00	\$122,646.00	\$49,393.66
Brian J. Baune	PO Box 184	\$8,277.60	\$21,454.80	\$10,167.48
Perry L Block Jr.	1010 Cedar St.	\$6,804.48	\$17,641.32	\$9,214.61
Randall Rohlik	1012 Cedar St.	\$6,798.90	\$17,626.88	\$9,211.00
Michael A. & Rachel Ingebretson	1014 Cedar St.	\$7,741.96	\$20,064.25	\$9,820.48
Francis J & Rita J Goblirsch Etal	PO Box 177	\$6,771.00	\$17,554.65	\$9,192.95
Robert M & Roberta L Jenniges	1020 Cedar St.	\$6,391.20	\$16,564.20	\$9,156.86
Norman D. & Veanne A. Battistini	1022 Cedar St.	\$8,610.88	\$22,316.72	\$12,266.89
Jacob Lemcke	P.O. Box 78	\$11,119.32	\$28,798.88	\$13,050.97
Curtis & Jeanette Rohlik	551 South St.	\$11,604.00	\$30,051.89	\$13,364.25
Mike & Brandi Samyn	22270 Fairview Ave.	\$10,107.20	\$26,175.40	\$12,676.75
Sunset Burial Association	PO Box 187	\$6,232.40	\$16,134.10	\$10,590.19
Nicollissa S. Estrada	751 E. Main St.	\$11,145.10	\$28,865.05	\$13,067.57
St. Annes Church	PO Box 239	\$16,811.68	\$43,599.32	\$21,616.25
St. Annes Church	PO Box 239	\$44,722.64	\$116,078.74	\$47,753.75
Bridgette Grunewald	PO Box 135	\$5,610.16	\$14,543.14	\$7,698.09
Ind School Dist #640	PO Box 69	\$7,030.82	\$18,218.99	\$8,616.78
Ind School Dist #640	PO Box 69	\$22,285.18	\$57,777.63	\$20,921.80
TOTAL ASSESSMENTS		\$379,872.60	\$984,782.71	\$440,114.44

To: Mayor and Council
From: Larry Thompson, Clerk/Treasurer/Administrator
Re: Storm Sewer Utility
Date: June 5, 2023

The purpose of the 6-12-23 agenda item is to present background information and generate discussion on the topic.

The council has discussed this item off and on for some time and I would like to bring to the council before I retire.

A stormwater utility provides an alternative method for financing storm sewer improvements. The advantage of a stormwater utility is that unlike property taxes it assesses the costs against properties that are generating the stormwater. The city's current method of financing stormwater projects is to either assess properties or levy a property tax. Under this method tax exempt properties, which sometimes are the largest producers of storm water runoff, do not pay anything towards storm sewer improvements. Also, property taxes are based on property values which do not always correspond to the amount of runoff. Assessments are legally challenging because based on Minnesota Law, a city cannot assess an amount greater than the increase in value to a property resulting from an improvement. Proving this benefit can be extremely challenging, since storm water improvements generally only have a direct benefit (i.e. reduced flooding) to a small portion of properties within a runoff area.

I have attached a draft ordinance and supporting engineering material. The dollars could be used to reconstruct and maintain the existing storm sewer. For example, it could be used to fix the stormwater bottleneck by Cedar and June streets. The city can adopt a fairly complicated formula for charging fees or keep it simple. I've given two options in the ordinance. I think the most important thing is for the city to adopt the framework and "get its foot in the door." The actual fees can be changed as project needs are defined.

ORDINANCE NO. _____

ORDINANCE TO ESTABLISH STORMWATER DRAINAGE UTILITY

SEC. 3.50. ESTABLISHMENT OF STORMWATER DRAINAGE UTILITY

Pursuant to Minnesota Statutes, Section 444.075, the City of Wabasso establishes a storm water drainage utility, authorizes the imposition of just and reasonable charges for the use and availability of storm sewer facilities, and establishes a Storm Water Fund. The Storm Water Fund shall be a separate account and shall be used solely for storm water drainage purposes, as outlined in the above referenced Statute.

Sub. 1. Definitions

- A. Pollutant Loading – The amount of total suspended solids delivered to the storm water drainage system, measured in pounds per acre per year, that is generated from a given land use.
- B. Total Suspended Solids (TSS) – The sum of all suspended matter, described by the dry weight of the suspended matter found in a specific volume of water (milligrams per liter, for example).
- C. Single Family Residential. Parcel with two or less living units
- D. Multi Family Residential. Parcel with three or more living units.
- E. Small Commercial - Commercial Property less than 20,000 square feet.
- F. Large Commercial – Commercial property with 20,000 square feet or more
- G. Small Institutional – Land uses of less than 50,000 square feet used primarily by tax exempt entities (schools, churches or nursing homes.)
- H. Large Institutional Land uses of 50,000 square feet or more used primarily by tax exempt entities (schools, churches or nursing homes.
- I. Industrial – Land uses that are primarily used for the production of goods and distribution of products such as manufacturing, trucking companies, grain elevators and storage facilities.
- J. Residential Equivalency Factor (REF). Ration of the accumulated direct runoff generated by the particular land use to the accumulated runoff generated by the residential land use.
- K. Surface Area. The area of the parcel in acres.
- L. Unit Rate (UR). The rate in dollars to be charged per one REF

Sub. 2. Findings and Determinations

A. In the exercise of its governmental authority and in order to promote the public health, safety, convenience and general welfare, the City has constructed, operated and maintained a storm sewer system (“the system”). This Ordinance is adopted in the further exercise of such authority and for the same purposes.

B. The system, as constructed, heretofore has been financed and paid for through the imposition of special assessments and ad valorem taxes. It is now necessary and desirable to provide an alternative method of recovering some or all of the future costs of improving, maintaining and operating the system through the imposition of charges as provided in this Ordinance.

C. In imposing charges, it is necessary to establish a methodology that undertakes to make them just and equitable. Taking into account the status of completion of the system, past methods of recovering system cost, the topography of the City and other relevant factors, it is determined that it would be just and equitable to assign responsibility for some or all of the future costs of operating,

maintaining and improving the system on the basis of the expected volume of storm water runoff from the various parcels of land within the City during a standard rainfall event. For the purposes of this Ordinance, a standard rainfall event is defined as the one-year storm of one-day duration. In addition, it is determined that it would be just and equitable to assign responsibility for some or all of the future costs of operating, maintaining and improving the system on the basis of the expected pollutant loading from the various parcels of land within the City.

r

Sub. 3. Rates and Charges

Storm Water Utility rates shall be established by a resolution of the City Council as amended from time to time. Fee rates may be included as part of the fee schedule included within the annual budget resolution. Fees shall be structured to reasonably reflect the cost of constructing, maintaining and operating storm water drainage systems as outlined in Minnesota Statutes, Section 444.075.

Subd. 4. Adjustment of Charges

The City Council may by resolution adopt policies providing for the adjustment of charges or credits to charges for parcels or groups of parcels, based upon land use data supplied by affected property owners, which data demonstrates a runoff volume for the standard rainfall event or a pollutant loading substantially different from that being used for the parcel or parcels. The Director of Public Works shall make such adjustment or credit. An appeal from the Director of Public Work's determination may be made in writing to the City Council. No adjustments shall be made retroactively.

<u>Classification</u>	<u>(REF)</u>
• Single Family Residential	1.0
• Multiple Family Residential	.6 (per unit)
• Small Commercial	3.0
• Large Commercial	6.0
• Small Institutional	5.0
• Large Institutional	10.0
• Industrial	12.0

Alternate: (Simplistic)

• Under 9,000 sq.ft.	\$ ____/Month
• 10,000 – 14,999 sq.ft.	\$ ____/Month
• 15,000 sq.ft. or higher	\$ ____/Month

Subd. 6. Public Hearing and Notice

The City shall hold a hearing prior to determining whether to build, construct, enlarge or improve storm sewer facilities financed in whole or in part by the imposition of storm sewer drainage charges. Notice of such hearing shall be published in the official City newspaper at least ten days prior to the date of hearing. Owners of all property adjoining a proposed improvement shall be mailed or served with a notice at least ten days in advance of the hearing. However, failure to give mailed notice or any defects in the notice shall not invalidate the proceedings.

Subd. 7. Exemptions

Public street rights-of-way, railroad rights-of-way and lands used exclusively for agricultural purposes are exempt from storm water drainage charges.

Subd. 8. Payment of Charge

Storm water bills shall be mailed to the owner or other account holder with their city water/sewer statement and shall specify the charges.

Subd. 9. Delinquent Accounts

A. Penalties. Any bill not paid in full ten (10) days after the due date will be considered delinquent. At that time the City shall require the delinquent owner/occupant to pay a penalty in addition to the original bill. The penalty shall be computed as five percent (5%) of the original bill. If delinquent bills are not paid they may be deemed delinquent and may be placed, together with such penalties as provided by statute, on the next year's tax roll and be collected as other taxes are collected. Change of ownership or occupancy of premises found delinquent shall not be cause for reducing or eliminating these penalties.

B. Delinquent Bills. Payment of charges and/or penalties is the ultimate responsibility of the property owner. The City reserves the right to trace the delinquent bill or penalty to the new address of the delinquent occupant.

C. Assessment of Delinquent Accounts. All delinquent accounts shall be certified to the City Assessor who shall prepare an assessment roll for each year providing for assessment of the delinquent amounts against the respective properties served. The assessment shall include the amount of the delinquent account and the administrative charge due under subdivision (d), together with interest thereon at the maximum lawful rate. This assessment roll shall be delivered to the City Council for adoption on or before October first of each year. Such action may be optional or subsequent to taking legal action to collect delinquent accounts.

E. Administrative Assessment Charge. An administrative charge of \$25.00 shall be due upon the mailing of the notice of the proposed assessment.

Subd. 10. Recalculation of Charges

If a property owner or person responsible for paying the storm water drainage charge questions the correctness of such a charge, such person may have the determination of the charge recomputed by written request to the Director of Public Works. Such request shall be made within thirty (30) days of the mailing of the billing in question.

Subd. 11. Adjustments and/or Credits to the Storm Water Drainage Charges

A. The municipal storm water drainage utility uses a rate structure based on the anticipated relative contribution of storm water drainage runoff volume and pollutant loading to the storm water drainage system. A parcel's contribution is determined by that parcel's size and its land use, under the principle that more intensively developed land uses typically have a larger percentage of impervious surface and contribute a much greater volume of water to the system for the standard rainfall event of 2.3 inches in 24 hours and/or larger pollutant loading.

It is recognized that some parcels, due either to their unique topographic, vegetative, geologic and other characteristics have a hydrologic response substantially different from that of similarly sized parcels of the same land use.

To provide for an equitable assessment of storm water drainage charges, based on reasonably expected contribution of flows, provisions need to be made to permit adjustments to the storm water drainage charge for those parcels with unique or unusual characteristics, or credits to the storm water drainage charge for those parcels with storm water runoff volume and/or quality treatment facilities.

B. The basis of the city of Wabasso's storm water drainage charges is the anticipated relative contribution of storm water runoff volume and pollutant loading to the storm water drainage system from a given parcel. Where unique or unusual conditions exist where the actual contributions of storm water runoff volume or pollutant loading from a given parcel is substantially different from those anticipated by the storm water drainage rate structure, the Director of Public Works, or designee thereof, may adjust or credit the storm water drainage charge for said parcel to an appropriate level in accordance with the guidelines specified herein.

The ordinance establishing the Storm Water Drainage Utility provides for the Director of Public Works to make adjustments and/or credits to the charges when (1) the property owner supplies data demonstrating a storm water runoff volume for the standard rainfall event substantially different from that being used for the parcel, or (2) the property owner supplies data demonstrating that storm water runoff from the parcel is being treated to provide the required removal efficiency for total suspended solids (TSS).

Adopted by the City Council this _____ day of _____, 2023

Caro Atkins, Mayor

ATTEST:

City Clerk/Treasurer/Administrator

OPTIONAL

Procedures for Calculation of Storm Water Credits

A. Procedure for Calculation of Storm Water Detention Credits for Volume Charges

A parcel may be credited for up to 31 percent of the storm water drainage charge for on-site measures that are owned and maintained by the applicant, which limit storm water outflow rates from the site in accordance with the following procedure:

- 1) 14 percent credit for parcels which limit peak outflow rates during a 5-year, 24-hour rainfall event to pre-developed rates.
- 2) 18 percent credit for parcels which limit peak outflow rates during a 10-year, 24-hour rainfall event to pre-development rates.
- 3) 24 percent credit for parcels which limit peak outflow rates during a 25-year, 24-hour rainfall event to pre-development rates.
- 4) 27 percent credit for parcels which limit peak outflow rates during a 50-year, 24-hour rainfall event to pre-development rates.
- 5) 31 percent credit for parcels which limit peak outflow rates during a 100-year, 24-hour rainfall event to pre-development rates.
- 6) No detention credits will be given for parcels that do not at least limit 5-year events to pre-development rates.

Runoff rates shall be determined using TR-55.

Only one of the above credits (1-6) may be applied to each parcel. Detention ponds, which operate between the steps described above, will receive the lower credit.

B. Procedure for Calculation of Water Quality Treatment Credits for Quality Charges

A parcel may be credited for up to 19 percent of the storm water drainage charge for on-site measures, which are owned and maintained by the applicant, which effectively reduce the outflow of pollutants from the site. Credit percentage shall be based on the actual percentage of total suspended solid (TSS) removal efficiency, as determined by the following procedure, except that no credit will be given for sediment removal efficiencies of less than 55 percent.

The TSS removal efficiency shall be calculated using one of the following methodologies:

1. **“Methodology of Analysis of Detention Basins for Control of Urban Runoff Quality,”** Office of Water, Non-Point Source Division, U.S. E.P.A., September 1986.
2. **“Detpond,”** Robert Pitt and John Voorhees.
3. **“P8 Urban Catchment Model,”** IEP, Inc., William W. Walker, Jr.

Credit shall range from 13 percent, for parcels with a water quality treatment facility providing a TSS removal efficiency of 55 percent, to 19 percent, for parcels with a water quality treatment facility providing a TSS removal efficiency of 80 percent or greater.

- C. Credits shown in (A) and (B) above (for volume charges and quality charges, respectively), and adjustments, may be cumulative.

1/4/22 EMAIL

Hi Larry:

See the attachment.

Per your request, we have prepared a Preliminary Engineer's Estimate for the replacement cost for the City Storm Sewer System. This estimated cost would be used by the City to set up and commence a City wide Storm Water Infrastructure Replacement monthly utility charge.

Some assumptions used include:

- Replace pipe and structures in kind. (Except for smaller 8" & 10" storm pipe – upsize these to 12")
- See map attached for replacement reaches of the storm sewer system.
- We used today's average unit costs for pipe / structure replacement.
- The Estimated Replacement Cost is around \$3,944,865.00 (Present Value)
- Number of Residential & Commercial Hookups is around 327. (this was taken from the Sanitary Sewer System PER)
- We provide 3 worksheets that calculate & show potential monthly utility rates:
 - Worksheet 1 0% interest Rate For 60, 70, & 80 year life expectancy for the Storm Sewer Infrastructure
 - Worksheet 2 1% interest Rate For 60, 70, & 80 year life expectancy for the Storm Sewer Infrastructure
 - Worksheet 3 2% interest Rate For 60, 70, & 80 year life expectancy for the Storm Sewer Infrastructure

Please review the attached information and let us know if you have any questions.

If you would like, I could review these items with you and the City Council at you next City Council Meeting.

Thanks.

David

David A. Palm, P.E.
Bolton & Menk, Inc.



CITY OF WABASSO
REDWOOD COUNTY, MINNESOTA

- LEGEND**
- STORM CATCH BASIN
 - STORM MANHOLE
 - STORM MANHOLE NUMBER
 - STORM SEWER PIPE, PIPE SIZE
 - AREA INCLUDED IN ESTIMATE



PRELIMINARY ENGINEER'S ESTIMATE

STORM SEWER REPLACEMENT ESTIMATE

WABASSO, MN

BMI PROJECT NO. 051.125087

FILE NAME: H:\WABA\051125087\3_Design\A_Calculations\[Storm Sewer Replacement Estimate.xlsx]Storm Sewer Est. 0%



**BOLTON
& MENK**

Real People. Real Solutions.

Date:

1/4/2022

Item	Pipe Size/ Structures	Existing Quantity	Unit	Replacement Quantity	Unit	Unit Price	Total Amount
RCP Pipe Sewer	8 In	2475	LF	-	LF		
RCP Pipe Sewer	10 In	3305	LF	-	LF		
RCP Pipe Sewer	12 In	6413	LF	12,193	LF	\$59.00	\$719,387.00
RCP Pipe Sewer	15 In	2005	LF	2,005	LF	\$65.00	\$130,325.00
RCP Pipe Sewer	18 In	56	LF	56	LF	\$81.00	\$4,536.00
RCP Pipe Sewer	21 In	694	LF	694	LF	\$75.00	\$52,050.00
RCP Pipe Sewer	24 In	1594	LF	1,594	LF	\$83.00	\$132,302.00
RCP Pipe Sewer	27 In	900	LF	900	LF	\$90.00	\$81,000.00
RCP Pipe Sewer	30 In	1821	LF	1,821	LF	\$115.00	\$209,415.00
RCP Pipe Sewer	36 In	1850	LF	1,850	LF	\$150.00	\$277,500.00
RCP Pipe Sewer	42 In	1051	LF	1,051	LF	\$250.00	\$262,750.00
RCP Pipe Sewer	48 In	2846	LF	2,846	LF	\$300.00	\$853,800.00
RCP Pipe Sewer	54 In	80	LF	80	LF	\$350.00	\$28,000.00
48" Manhole (8' Depth)	28 EA	224	LF	224	LF	\$450.00	\$100,800.00
72" Manhole (10' Depth)	23 EA	230	LF	230	LF	\$850.00	\$195,500.00
Catch Basin (4' Depth)	132 EA	528	LF	528	LF	\$500.00	\$264,000.00
Casting Assemblies	183 EA	183	EA	183	EA	\$650.00	\$118,950.00

Assumptions:

PRESENT VALUE: \$3,944,865.00

UTILITY OWNERS/PARCELS: 327

ANNUAL INTEREST RATE: 0%

ESTIMATED SUBTOTAL:

\$3,430,315.00

15% CONTINGENCY:

\$514,550.00

TOTAL ESTIMATED COST:

\$3,944,865.00

PAYMENT OPTIONS:

PAYBACK PERIOD	60 YEARS	70 YEARS	80 YEARS
PROJECT LIFE CYCLE (MONTHS):	720	840	960
A/P VALUE:	N/A	N/A	N/A
CITY ANNUAL PAYMENT:	\$65,748	\$56,355	\$49,311
CITY MONTHLY PAYMENT:	\$5,479	\$4,696	\$4,109
UTILITY/PARCEL OWNER MONTHLY COST:	\$16.76	\$14.36	\$12.57

PRELIMINARY ENGINEER'S ESTIMATE

STORM SEWER REPLACEMENT ESTIMATE

WABASSO, MN

BMI PROJECT NO. 051.125087

FILE NAME: H:\WABA\051125087\3_Design\A_Calculations\Storm Sewer Replacement Estimate.xlsx\Storm Sewer Est. 1%



**BOLTON
& MENK**

Real People. Real Solutions.

Date: 1/4/2022

Item	Pipe Size/ Structures	Existing Quantity	Unit	Replacement Quantity	Unit	Unit Price	Total Amount
RCP Pipe Sewer	8 In	2475	LF	-	LF		
RCP Pipe Sewer	10 In	3305	LF	-	LF	\$59.00	\$719,387.00
RCP Pipe Sewer	12 In	6413	LF	12,193	LF	\$65.00	\$130,325.00
RCP Pipe Sewer	15 In	2005	LF	2,005	LF	\$81.00	\$4,536.00
RCP Pipe Sewer	18 In	56	LF	56	LF	\$75.00	\$52,050.00
RCP Pipe Sewer	21 In	694	LF	694	LF	\$83.00	\$132,302.00
RCP Pipe Sewer	24 In	1594	LF	1,594	LF	\$90.00	\$81,000.00
RCP Pipe Sewer	27 In	900	LF	900	LF	\$115.00	\$209,415.00
RCP Pipe Sewer	30 In	1821	LF	1,821	LF	\$150.00	\$277,500.00
RCP Pipe Sewer	36 In	1850	LF	1,850	LF	\$250.00	\$262,750.00
RCP Pipe Sewer	42 In	1051	LF	1,051	LF	\$300.00	\$853,800.00
RCP Pipe Sewer	48 In	2846	LF	2,846	LF	\$350.00	\$28,000.00
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48" Manhole (8' Depth)	28 EA	224	LF	224	LF	\$850.00	\$195,500.00
72" Manhole (10' Depth)	23 EA	230	LF	230	LF	\$500.00	\$264,000.00
Catch Basin (4' Depth)	132 EA	528	LF	528	LF	\$650.00	\$118,950.00
Casting Assemblies	183 EA	183	EA	183	EA		

Assumptions:

PRESENT VALUE: \$3,944,865.00

UTILITY OWNERS/PARCELS: 327

ANNUAL INTEREST RATE: 1%

ESTIMATED SUBTOTAL: \$3,430,315.00

15% CONTINGENCY: \$514,550.00

TOTAL ESTIMATED COST: \$3,944,865.00

PAYMENT OPTIONS:

PAYBACK PERIOD	60 YEARS	70 YEARS	80 YEARS
PROJECT LIFE CYCLE (MONTHS):	720	840	960
A/P VALUE:	0.0222	0.0199	0.0182
CITY ANNUAL PAYMENT:	\$87,576	\$78,503	\$71,797
CITY MONTHLY PAYMENT:	\$7,298	\$6,542	\$5,983
UTILITY/PARCEL OWNER MONTHLY COST:	\$22.32	\$20.01	\$18.30

PRELIMINARY ENGINEER'S ESTIMATE

STORM SEWER REPLACEMENT ESTIMATE

WABASSO, MN

BMI PROJECT NO. 051.125087

FILE NAME: H:\WABA\051125087\3_Design\A_Calculations\Storm Sewer Replacement Estimate.xlsx\Storm Sewer Est. 2%



Real People. Real Solutions.

Date: 1/4/2022

Item	Pipe Size/ Structures	Existing Quantity	Unit	Replacement Quantity	Unit	Unit Price	Total Amount
RCP Pipe Sewer	8 In	2475	LF	-	LF		
RCP Pipe Sewer	10 In	3305	LF	-	LF		
RCP Pipe Sewer	12 In	6413	LF	12,193	LF	\$59.00	\$719,387.00
RCP Pipe Sewer	15 In	2005	LF	2,005	LF	\$65.00	\$130,325.00
RCP Pipe Sewer	18 In	56	LF	56	LF	\$81.00	\$4,536.00
RCP Pipe Sewer	21 In	694	LF	694	LF	\$75.00	\$52,050.00
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Catch Basin (4' Depth)	132 EA	528	LF	528	LF	\$500.00	\$264,000.00
Casting Assemblies	183 EA	183	EA	183	EA	\$650.00	\$118,950.00

Assumptions:

PRESENT VALUE: \$3,944,865.00

UTILITY OWNERS/PARCELS: 327

ANNUAL INTEREST RATE: 2%

ESTIMATED SUBTOTAL: \$3,430,315.00

15% CONTINGENCY: \$514,550.00

TOTAL ESTIMATED COST: \$3,944,865.00

PAYMENT OPTIONS:

PAYBACK PERIOD	60 YEARS	70 YEARS	80 YEARS
PROJECT LIFE CYCLE (MONTHS):	720	840	960
A/P VALUE:	0.0288	0.0267	0.0252
CITY ANNUAL PAYMENT:	\$113,612	\$105,328	\$99,411
CITY MONTHLY PAYMENT:	\$9,468	\$8,777	\$8,284
UTILITY/PARCEL OWNER MONTHLY COST:	\$28.95	\$26.84	\$25.33



REDWOOD COUNTY SHERIFF'S OFFICE

JASON JACOBSON - SHERIFF

Chief Deputy Sheriff
Katelyn Torgerson

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

Jail Administrator
Matt Luitjens

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

Date: 6/5/2023
To: City of Wabasso
From: Sheriff Jason Jacobson
Re: Activity Report for May 2023

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

Date:	Time:	Description of Call
4/27/2023	1033	Vulnerable Adult (7)
4/28/2023	1310	Parking
5/2/2023	1636	Disturbance
5/2/2023	2122	Property Exchange
5/3/2023	1018	Drugs
5/3/2023	1252	Vulnerable Adult (3)
5/5/2023	1239	Traffic – VW – speed
5/7/2023	1308	Property
5/7/2023	2103	Suspicious Activity
05/08/23	0845	Traffic – VW for speed, brake light, no current proof of insurance.
05/09/23	0744	Suspicious Activity
05/12/23	1143	Driving Complaint
05/12/23	1329	Juvenile
05/17/23	1241	Drugs
05/21/23	1331	Assault
05/22/23	1519	911 Hang up

05/23/23	2234	Civil
05/23/23	2234	Traffic – Driving after Cancellation
05/23/23	2240	Traffic – Citation DAC – VW speed, tag light, suspended object
05/23/23	2304	Traffic – VW Speed
05/25/23	1431	Suspicious
05/26/23	0813	Alarm
05/26/23	1157	Harassment
05/26/23	1958	Trespass
05/26/23	2033	Information Other
05/28/23	1251	Traffic – VW Equipment Violation
05/31/23	1226	Testing/Training
05/31/23	1538	Alarm
05/31/23	1616	Criminal Damage to Property
06/03/23	0504	Harassment

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

Good morning,

See below. This is something I normally do not make recommendations on. I will place it on the council agenda if anyone requests to do so.

Larry J Thompson
City Clerk/Treas./Administrator
City of Wabasso
PO Box 60
Wabasso, MN 56293
507-342-5519

From: Katie Savoie <katie@irisremembers.com>

Sent: Monday, May 15, 2023 2:53 PM

Subject: Proclamation

Infants Remembered In Silence, Inc. a 501(c)3 nonprofit organization (#41-1700704) would like to respectfully request that the city adopt a resolution endorsing October 15th as Pregnancy and Infant Loss Remembrance Day in accordance with the requirements within the city.

1. If this proclamation is perpetual, please let us know.
2. If your community does not accept proclamation requests, please let us know.
3. If your city has requirements for who can make a request, please let us know those requirements.

Infants Remembered In Silence, Inc. (IRIS) works with thousands of people across Minnesota, and the USA, who have experienced the death of a child during pregnancy through early childhood. This includes death from miscarriage, ectopic pregnancy, molar pregnancy, stillbirth, neo-natal death, sudden unexplained death of a child (SUDC), sudden infant death syndrome (SIDS), birth defects, illness, accidents, and all other types of early childhood death. These are parents who lose a child unexpectedly. Many of these parents live in, deliver in, and have a child die in, or bury a child in this community.

Bereaved parents remember these children annually with a 7 pm candle lighting on October 15th. Some will remember their child/children in their homes while others will remember them in small gatherings around the state and across the nation. This resolution/proclamation would unify these parents in tribute to their children.

United States Government Proclamations:

- 1988 President Ronald Reagan Proclaimed October as National Pregnancy and Infant Loss Awareness Month.
- 2001 House Resolution
107th Congress – 1st Session
H.RES.254 IH

- 2006 House Resolution
109th Congress – 1st Session
H.CON.RES.222

If you do choose to adopt this proclamation/resolution you may send us any certificates via e-mail to support@irisremembers.com or we can arrange for someone to pick it up.

Proclamation text below.

Katie Savoie
IRIS Admin Assistant
218 3rd Ave NW
Faribault, MN 55021
(507) 334-4748
Katie@irisRemembers.com
IRIS was founded in 1987

(LIST YOUR CITY LETTERHEAD OR LOGO HERE)

Recognizing National Pregnancy and Infant Loss Remembrance Day

Whereas, Infants Remembered In Silence, Inc. (IRIS) and many other nonprofit organizations work with thousands of parents all over Minnesota and across the United States who have experienced the death of a child during pregnancy and early childhood; and

Whereas, Many of these parents live in, deliver in, have a child die in, or bury a child in our community; and

Whereas, Infants Remembered In Silence (IRIS) a 501(c)(3) nonprofit organization was founded 1987 to offer support for parents whose child/children died from miscarriage, ectopic pregnancy, molar pregnancy, stillbirth, neo-natal death, birth defects, sudden unexplained death of a child (SUDC), sudden infant death syndrome (SIDS), illness, accidents, and all other types of infant and early childhood death; and

Whereas, Bereaved parents around the world remember their children annually, in their homes or with small gatherings, on October 15 with candle lighting at 7 pm. Families

Remember their child/children around the state and across the nation. This would unify these parents in tribute to their children; and

Whereas, In 1988, President Ronald Reagan proclaimed October as National Pregnancy and Infant Loss Awareness month; and

Whereas, In honor of the thousands of children that die each year in Minnesota, Infants Remembered In Silence, Inc. (IRIS) respectfully requests that October 15th, 2023 be recognized as Pregnancy and Infant Loss Remembrance Day.

Now, Therefore, be it Resolved by the City Council of the City of

(LIST YOU CITY HERE WITH CITY LOGO OR SEAL and SIGNED)

Proclamations can be emailed to
support@irisRemembers.com

Minutes
City Council
Monday, May 8, 2023
5 pm

The meeting was opened with the recitation of the pledge of allegiance.

Mayor Atkins called the meeting to order with Council members Amanda Guetter and Roger Baumann present.

Also present were Clerk/Treasurer/Administrator Larry Thompson, Public Works Director Jim Jenniges, Maintenance Worker Josh Hoffenkamp and City Attorney Matt Novak.

It was the consensus of the council to approve the agenda as submitted with the following additions: Clerk/Treas./Administrator Vacation; Consent Agenda – Approve Township Fire Standby Agreements and Building Permit – Sidney Pitzl

EDA Update – Mr. Thompson presented the EDA Update:

1. No May meeting as there was no quorum.
2. Zoning Ordinance draft will be reviewed by the EDA and Planning Committee in May and forwarded to the Council for its consideration.
3. All RLF loans are paid up to date.

Clerk/Treasurer/Administrator. Vacation – Motion by Guetter, second by Baumann, to approve the CTA's vacation as follows: June 6-9 and June 13, 2023.

Atkins – yes; Guetter – yes; Baumann – yes

Council member Olson arrived at 5:10 p.m.

Street Report – Limited patching and no sealcoating this year due to Cedar Street and Sewer Rehab projects. Alleys have been graded. Sweeping will take place in the near future – waiting for the seeds to fall.

Sewer/Water Report

1. Water – Hydrant flushing has been completed.
Atkins – yes; Guetter – yes; Baumann – yes; Olson - yes
2. Sewer Lift Station Panel – Breaker on panel is tripping and will need to be replaced.

Parks – Mr. Baumann noted that the City had turned down a request by the school to use the tennis courts for a tennis camp this center due to the condition of the courts. Mr. Baumann also stated that Mr. Thompson and he were going to meet with the baseball association and school to discuss the baseball field maintenance letter of understanding and to discuss ownership of the Athletic Field.

Consent Agenda. Motion by Baumann, second by Guetter to approve the consent agenda as follows:

1. Waive Community Center Fees – Bethany Evangelical Lutheran
2. Approve Council Minutes – April 10, 2023

3. Approve Partial Pay Est. #3 – Water Meter Project
 4. Adopt Resolution No. 9-2023 Approving Sewer Emergency Response Plan
 5. Approve Liquor License Applications
 - a. Diane Arends dba Roadhouse – Off Sale, On Sale and Sunday
 - b. Chad Ruprecht dba Babble – Off Sale, On Sale and Sunday
 - c. Lions Club – On Sale and Sunday
 6. Approve Cell Phone Reimbursement – Administrative Assistant
 7. Approve 2023/2024 Township Fire Contracts
 8. Approve Building Permits
 - a. Jeff Olson – Grading
 - b. Don Millard – 753 Main St. – Replace Shed and Move Fence
 - c. Ryan Pope – 800 Rose Street – Mailbox
 - d. Tiffany Eichten – 1000 North St. or 731 Main St. – Concrete Work
 - e. Sidney Pitzl – 1011 Cedar St – Fence
- Atkins – yes; Guetter – yes; Baumann – yes; Olson – abstain (building permit_

Water Filter Media Replacement – Motion by Olson, second by Baumann to approve the Water Filter Media Replacement Plans and Specifications as submitted by Bolton and Menk:

Atkins – yes; Guetter – yes; Baumann – yes; Olson – yes

Community Center Improvements:

1. Restrooms have been completed.
2. Exterior improvements – waiting for the bid from Redwood Building Center. Mr. Novak noted that the city would require two bids due to estimates being over \$25,000. Mr. Olson noted the Council had reviewed the proposed exterior improvements and Mr. Thompson noted that the estimated costs were not included in the 2023 budget, but the Council had directed him to prepare a budget adjustment to cover the costs.

Bethany Bell Tower. Mr. Jenniges reported that he had met with Rod Salfer and the plan was to place a 30' high tower in the southeast corner of the cemetery. Discussion if the tower should be placed on the west or east side. Motion by Guetter, second by Baumann to approve placing the bell tower on 6 city plots in the southeast corner of the cemetery at Bethany's expense.

Atkins – yes; Guetter – yes; Baumann – yes; Olson – yes

Wabasso Rabbit – The council considered a proposal by Councilman Olson to place the second Wabasso rabbit in front of the Community Center. Discussion followed regarding possible prior commitment to place the rabbit along county Road 6, or if there were better locations such as the football field. The matter was tabled until the next regular council meeting.

USDA RD Sewer Rehab – Temporary Financing. Mr. Thompson stated that the USDA would not issue the permanent loan for the Sewer Rehab project until the project was completed, and the city would need to borrow funds on a temporary basis until the city received the permanent loan. Mr. Thompson presented the Minnesota Rural Water Association temporary loan financing program that would provide \$2,936,000 gap financing at 4.85%. Motion by Olson, second by Baumann to Adopt Resolution No. 10-2023 Authorizing Execution of an Advance Agreement and Participation in JPA for USDA RD Sewer Project and Accepting Offer of the MRWA Finance Authority to Purchase Revenue Bond Anticipation Note.

Atkins – yes; Guetter – yes; Baumann – yes; Olson – yes

Correspondence – The following correspondence was presented:

1. March Sheriff's report
2. MPCA Certificate of Commendation to Public Works Director Jim Jenniges
3. Library April 2023 Minutes

City Bills - Motion by Olson, second by Baumann to approve the bills as follows:

General Checking	
101 General Fund	\$ 21,005.75
320 USDA RD Sewer Rehab	\$ 120.00
601 Water	\$ 13,407.96
602 Sewer	\$ 6,842.90
603 Sanitation	<u>\$ 3,975.56</u>
Total GC	\$ 45,352.17
230 Ambulance	\$ 4,901.83
225 Fire	<u>\$ 503.34</u>
TOTAL CHECKS	<u>\$ 50,757.34</u>

Atkins – yes; Guetter – yes; Baumann – yes; Olson – yes.

Mr. Thompson noted that a special meeting may be called before the next regular meeting to review the proposed zoning ordinance and that the city had received a transient merchant permit for a food truck that he would issue once he had received specific dates. Mr. Novak noted that he, Mayor Atkins and Mr. Thompson would be reviewing the Clerk Treasurer Administrator applications and would be recommending the finalists to the council for interviewing.

Motion by Baumann, second by Olson to adjourn at 6:20 p.m.

Atkins – yes; Guetter – yes; Baumann – yes; Olson – yes.

Larry J Thompson
Clerk/Treasurer/Administrator

City of Wabasso
City Council
Monday, May 22, 2023
4:00 pm

Mayor Atkins called the meeting to order with Council members Amanda Guetter and Roger Baumann present.

Also present was City Clerk/Treasurer/Administrator Larry Thompson and City Attorney Matt Novak,

The purpose of the meeting was to consider adopting a resolution approving a water/wastewater system grant agreement with the United States Department of Agriculture Rural Development Service and interview three candidates for the Clerk/Treasurer/Administrator position.

Motion by Guetter, second by Baumann to adopt Resolution No. 11-2023 Approving Water and Wastewater System Grant Agreement with the United States Department of Agriculture Rural Development Service (RUS Bulletin 1780-12).

Atkins – yes; Guetter – yes; Baumann – yes.

Councilmember Altermatt arrived and Mr. Thompson excused himself at 4:05 p.m.

The council interviewed the following candidates:

- Kelly Salfer
- Cheri Plaetz
- Chris Webb

The Council adjourned after the last candidate was interviewed.

Larry Thompson
City Clerk/Treasurer/Administrator

City of Wabasso
City Council
Monday, May 24, 2023
5:00 pm

Mayor Atkins called the meeting to order with Council members Amanda Guetter, Chad Altermatt and Roger Baumann present.

The purpose of the meeting was to interview two candidates for the Clerk/Treasurer/Administrator position.

The council interviewed the following candidates:

- Ruth Olson
- Brandon Baune

The council discussed the candidates. A determination was made that an offer would be extended to Brandon Baune.

The Council adjourned after discussion.

Larry Thompson
City Clerk/Treasurer/Administrator

**CITY OF WABASSO
WABASSO, MINNESOTA**

Resolution No. ____-2023

**RESOLUTION AMENDING THE
2023 OPERATING BUDGET – COMMUNITY CENTER**

WHEREAS, the Council adopted the 2023 Operating Budget which sets guidelines for various operating transfers, revenues and expenditures, and

WHEREAS, it is recommended the attached budget adjustments which are consistent with the Council's goals and objectives be adopted.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF WABASSO, MINNESOTA, that the attached budget adjustments be approved.

BE IT FURTHER RESOLVED, that the Clerk/Treasurer/Administrator is hereby authorized and directed to make the appropriate adjustments to the City's accounting system.

Adopted by the Mayor and Council this 12th day of June, 2023

Carol Atkins, Mayor

Attest:

Larry Thompson, City Clerk

City of Wabasso
Community Center
Exterior Improvement Financing

Capital Outlay Budget	\$ 46,500.00	
Contingency	<u>\$ 21,100.00</u>	
Total Funding		<u>\$ 67,600.00</u>

Comm Ctr Budget		
Bathroom Imp	\$ 16,500.00	
Video Conferencing	\$ 6,100.00	
Exterior Improvments	<u>\$ 45,000.00</u>	
Total Capital Exp.		<u>\$ 67,600.00</u>

Budget Adjustments

101-49990-430 Contingency	\$ (21,100.00)
101-41940-500 Captial Expenditures	\$ 21,100.00

LETTER OF UNDERSTANDING
City of Wabasso and Wabasso Softball Association

This letter of understanding between the City of Wabasso, ISD 640 and Wabasso Softball Association. This letter covers the responsibilities for the Wabasso Athletic Fields operations.

The City shall put the softball field and adjunct facilities in good condition prior to the start of the season and shall repair all subsequent dilapidations to the premises. The Softball Association have the right to make any repairs without the prior written approval of the City.

The City's obligations to keep the facility in good condition for use by the Softball Association include the following maintenance requirements:

1. During the months of ***March*** through September:
 - a. Clean up the athletic facility (leaves, empty dumpsters, branches, etc.). Clean the concession stand prior to the first ***school*** event of the season.
 - b. Initially Level and drag softball fields as weather permits, and in no event later than the first scheduled contest.
 - c. Check the softball lights and ensure they are functioning properly.
 - d. Turn on water for bathrooms and concession stand when weather permits, and in no event later than one week prior to the first home contest.
 - e. Install water drinking fountain prior to the first game- weather permitting.
 - f. Clean bathrooms and provide and fill bathroom hand towels, bathroom tissue dispensers, and soap dispensers a minimum of weekly or as needed per activity schedule.
 - g. Mow lawns as needed.
 - h. Spray weeds as needed.
 - i. Fertilize softball fields as appropriate.
 - j. Exclusively operate the irrigation system. ***The irrigation system will be turned on when weather permits.***
2. During the months of October-February - All regular maintenance, as needed.
4. The City further will also to be responsible for the non-labor costs associated with the following:
 - a. All bathroom supplies.
 - b. All building maintenance.
 - c. All spring clean-up costs.
 - d. All lawn mowing costs.
 - f. All water for concession stand and bathrooms.

- g. All costs of electricity.

The Softball Association and ISD 640 will perform the following maintenance requirements:

1. During the months of April through September:
 - a. Clean up garbage after all practices and games sponsored by the Softball Association.
 - b. Put all Softball Association's related equipment in the **storage shed** in its proper place after each game **and** the end of the season.
 - c. Clean up concession stand after each event sponsored by the Softball Association.
 - d. All softball field preparations including but not limited to: Putting up portable fences as needed, dragging softball field, lining softball diamond when needed, cleaning up garbage after all practices and games. The City will provide the chalk to the Softball Association at the Softball Association's cost.
 - e. Pay the water bill for watering the softball field as follows: (City - 1/3; School District 1/3)
 - f. Pay the cost of fertilizing and herbicide treatment for the softball field as follows: (City - 1/3; School District 1/3)**

In the event Softball Association or ISD 640 fails to clean up garbage after games or fails to put its equipment away properly in storage shed 24 hours after a practice or game or within 24 hours after the end of the season, City shall immediately notify Softball Association or School District and Softball Association and School District shall have 24 hours from the time of such notification to comply.

The following shall be joint obligations of the City and Softball Association:

1. A portion of costs for capital improvements made to leased properties by the City may be assessed as agreed upon by the Softball Association, School District and the City.
2. Contacts shall be as follows:
 - a. Softball Association: Tina Eis, Scott Hannah
 - b. Irrigation and water issues: Jim Jenniges, Street Maintenance Supervisor
 - c. Lawn Mowing and Maintenance: Jim Jenniges, Street Maintenance Supervisor
 - d. Scheduling – Joe Kemp – Wabasso Public Schools

It is understood that the Softball Association's use of the premises is subject to the City's use of the facilities, including concessions stand facilities. Softball Association shall coordinate with the Wabasso School to keep a schedule and record of times said facilities are to be made available to softball teams and other organizations subject to approval of City. It is critical that the Softball Association and the school district coordinate their respective schedules. Conflicts in scheduling shall mostly be resolved by the City on a "first come, first serve" basis.

The City may require Insurance against liability for bodily injury and property damage to be provided by Softball Association. The City shall keep all buildings and improvements insured against loss or damage by fire or windstorm.

Dated: April 1, 2022

CITY: City of Wabasso

BY: _____
Carol Atkins, Mayor

BY: _____
Larry Thompson, City Clerk

Dated: April 1, 2022

SOFTBALL ASSOCIATION: Wabasso Softball Association

BY: _____
Tina Eis

BY: _____
Scott Hannah

LETTER OF UNDERSTANDING
City of Wabasso, Wabasso Baseball Association and ISD 640

This letter of understanding between the City of Wabasso, Wabasso Baseball Association and ISD 640. This letter covers the responsibilities for the Wabasso Baseball Field operations.

The City shall put the Baseball field and adjunct facilities in good condition prior to the start of the season and shall repair all subsequent dilapidations to the premises. The Baseball Association have the right to make any repairs without the prior written approval of the City.

The City's obligations to keep the facility in good condition for use by the Baseball Association include the following maintenance requirements:

1. During the months of March through October:
 - a. Clean up the facility (leaves, empty dumpsters, branches, etc.). Clean the concession stand prior to the first event of the season.
 - b. Initially Level and drag Baseball fields as weather permits, and in no event later than the first scheduled contest.
 - c. Check the Baseball lights and ensure they are functioning properly.
 - d. Turn on water for bathrooms and concession stand when weather permits. In the event weather does not permit the opening of the bathroom prior to the first event, provide a porta potty until the bathrooms are open.
 - e. Install water drinking fountain prior to the first game- weather permitting.
 - f. Clean bathrooms and provide and fill bathroom hand towels, bathroom tissue dispensers, and soap dispensers a minimum of weekly or as needed per activity schedule.
 - h. Spray weeds as needed.
 - i. Fertilize Baseball fields as appropriate.
 - j. Exclusively operate the irrigation system.
2. During the months of October-February - All regular maintenance, as needed.
3. The City further will also be responsible for the non-labor costs associated with the following:
 - a. All supplies including ball field chalk and excluding fertilizer and herbicides.
 - b. All building maintenance.
 - c. All spring clean-up costs.
 - d. All water for concession stand and bathrooms.
 - e. All costs of electricity.

The Baseball Association will perform the following maintenance requirements:

1. During the months of April through September:

- a. Clean up garbage after all practices and games sponsored by the Baseball Association.
- c. Clean up concession stand after each event sponsored by the Baseball Association.
- d. All Baseball field preparations including but not limited to: Dragging Baseball field, lining Baseball diamond when needed, cleaning up garbage after all practices and games. The City will provide the chalk to the Baseball Association at the Baseball Association's cost.

In the event Baseball Association fails to clean up garbage after games or fails to put its equipment away properly in storage shed 24 hours after a practice or game or within 24 hours after the end of the season, City shall immediately notify Baseball Association and Baseball Association shall have 24 hours from the time of such notification to comply.

The following shall be joint obligations of the City, Baseball Association and ISD 640:

- 1. Share the costs of fertilizer and herbicides equally with the Wabasso School District, and City (1/3; 1/3; 1/3)
- 2. Pay the water bill for watering the Baseball field shared equally with the Wabasso School district and City. (1/3; 1/3; 1/3)
- 3. Lawn Mowing, current performed by Chad Olson, shall be shared be shared equally between the City of Wabasso, Wabasso School District and Baseball Association. Annual payment beginning in 2023 will be \$4,000 with an increase of 5% each year.
- 4. Share costs of the Musco lighting payment until lease is paid off in 2028. (See Attached amortization schedule)
- 5. A portion of costs for capital improvements made to leased properties by the City may be assessed as agreed upon by the Baseball Association and the City.
- 6. Contacts shall be as follows:
 - a. Baseball Association: Nathan Jacobson
 - b. Irrigation and water issues: Jim Jenniges, Street Maintenance Supervisor
 - c. Lawn Mowing and Maintenance: Jim Jenniges, Street Maintenance Supervisor
 - d. Scheduling – Joe Kemp – Wabasso Public Schools

It is understood that the Baseball Association's use of the premises is subject to the City's use of the facilities, including concessions stand facilities. Baseball Association shall coordinate with the Wabasso School to keep a schedule and record of times said facilities are to be made available to Baseball teams and other organizations subject to approval of City. It is critical that the Baseball Association and the school district coordinate their respective schedules. Conflicts in scheduling shall mostly be resolved by the City on a "first come, first serve" basis.

The City may require Insurance against liability for bodily injury and property damage to be provided by Baseball Association. The City shall keep all buildings and improvements insured against loss or damage by fire or windstorm.

Dated: _____, 2023

City of Wabasso

BY: _____
Carol Atkins, Mayor

BY: _____
Larry Thompson, City Clerk

Dated: _____, 2023

Wabasso Baseball Association

BY: _____
Nathan Jacobson

Dated: _____, 2023

Wabasso School District 640

BY: _____
Jon Fulton

City of Wabasso
Capital Lease - Baseball Fund

Year	Principal	Interest	Total	53,790.09	
2020	4,865.41	2,723.86	7,589.27	48,924.68	5.0639%
2021	5,111.79	2,477.48	7,589.27	43,812.89	5.0639%
2022	5,370.65	2,218.62	7,589.27	38,442.24	5.0639%
2023	5,642.61	1,946.66	7,589.27	32,799.63	5.0639%
2024	5,928.34	1,660.93	7,589.27	26,871.29	5.0639%
2025	6,228.54	1,360.73	7,589.27	20,642.75	5.0639%
2026	6,543.95	1,045.32	7,589.27	14,098.80	5.0639%
2027	6,875.33	713.94	7,589.27	7,223.47	5.0639%
2028	7,223.48	365.79	7,589.27	(0.01)	5.0639%
Total	53,790.09	14,513.34	68,303.43		



Earning Your Trust Since 1915



Plunkett's / Varmint Guard
40 52nd Way Northeast
Fridley, MN 55421
877.571.7100
763.571.7100
www.plunketts.net

Rodent Control

Proposal

Customer Information

#9470350 Wabasso Fire Hall
1225 Oak Street
Wabasso, MN 56293

Wabasso Fire Hall
jimjenniges@gmail.com
612-669-7238

Rodent Control Program

Plunkett's agrees to provide professional pest control service for the control of rats and mice.

Plunkett's Rodent Program Includes:

- An intensive initial service for existing rodents.
- Consistent, scheduled rodent control service focused on prevention and equipment maintenance.
- Extra service between service appointments, at no additional charge. If rodents are spotted, call us and we'll service the interior and/or exterior of building as needed.

Plunkett's Guarantee

Work will be completed to your complete satisfaction before you make any payment.

Materials

The pest control materials use in and around your premises conform to federal, state, and local laws and regulations and will be used only as necessary, with due precaution. A specimen label and material data safety sheet is available upon request for each material used.

Plunkett's Personnel

Plunkett's Pest Control Technicians are well-trained, tested, and state certified.

Your Cooperation

We will correct pest concerns as quickly and efficiently as possible and implement a successful preventative maintenance program. Essential to the success of your overall program is your cooperation with repair or sanitation recommendations we may make you aware of.

Equipment Replacement

You are responsible for the repair or replacement cost Plunkett's equipment that is damaged, lost, or stolen.

Price Guarantee Plunkett's guarantees pricing quoted for a minimum of one year unless there is a material change in specifications requested by you.

Services

Description	Notes	Frequency
Rodent Control		6/year

Terms

This Agreement will be for an original period of one year, subject to your complete satisfaction. Thereafter, the Agreement will renew itself each year until terminated by either party upon a sixty (60) day notice. Any incremental billing costs Plunkett's incurs due to special handling requests will be included on the customer's invoice.

Pricing

ANNUAL FEE

\$354.00/year

(PLUS APPLICABLE TAX)

Select Billing Schedule

Austin Orren

Austin Orren - 05/15/23

PLUNKETT'S

CLIENT



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Plunkett's / Varmint Guard
40 52nd Way Northeast
Fridley, MN 55421
877.571.7100
763.571.7100
www.plunketts.net

Rodent Control

Proposal

Customer Information

#9470352 Wabasso Ambulance Garage
1229 Oak Street
Wabasso, MN 56293

Wabasso Ambulance Garage
jimjenniges@gmail.com
612-669-7238

Rodent Control Program

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- Consistent, scheduled rodent control service focused on prevention and equipment maintenance.
- Extra service between service appointments, at no additional charge. If rodents are spotted, call us and we'll service the interior and/or exterior of building as needed.

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Price Guarantee Plunkett's guarantees pricing quoted for a minimum of one year unless there is a material change in specifications requested by you.

Services

Description	Notes	Frequency
Rodent Control		6/year

Terms

This Agreement will be for an original period of one year, subject to your complete satisfaction. Thereafter, the Agreement will renew itself each year until terminated by either party upon a sixty (60) day notice. Any incremental billing costs Plunkett's incurs due to special handling requests will be included on the customer's invoice.

Pricing

ANNUAL FEE

\$354.00/year

(PLUS APPLICABLE TAX)

Select Billing Schedule

Austin Orren

Austin Orren - 05/15/23

PLUNKETT'S

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Plunkett's / Varmint Guard
40 52nd Way Northeast
Fridley, MN 55421
877.571.7100
763.571.7100
www.plunketts.net

Rodent Control

Proposal

Customer Information

#9470353 Wabasso City Shop
1223 Oak Street
Wabasso, MN 56293

Wabasso City Shop
jimjenniges@gmail.com
612-669-7238

Rodent Control Program

Plunkett's agrees to provide professional pest control service for the control of rats and mice.

Plunkett's Rodent Program Includes:

- An intensive initial service for existing rodents.
- Consistent, scheduled rodent control service focused on prevention and equipment maintenance.
- Extra service between service appointments, at no additional charge. If rodents are spotted, call us and we'll service the interior and/or exterior of building as needed.

Plunkett's Guarantee

Work will be completed to your complete satisfaction before you make any payment.

Materials

The pest control materials use in and around your premises conform to federal, state, and local laws and regulations and will be used only as necessary, with due precaution. A specimen label and material data safety sheet is available upon request for each material used.

Plunkett's Personnel

Plunkett's Pest Control Technicians are well-trained, tested, and state certified.

Your Cooperation

We will correct pest concerns as quickly and efficiently as possible and implement a successful preventative maintenance program. Essential to the success of your overall program is your cooperation with repair or sanitation recommendations we may make you aware of.

Equipment Replacement

You are responsible for the repair or replacement cost Plunkett's equipment that is damaged, lost, or stolen.

Price Guarantee Plunkett's guarantees pricing quoted for a minimum of one year unless there is a material change in specifications requested by you.

Services

Description	Notes	Frequency
Rodent Control		6/year

Terms

This Agreement will be for an original period of one year, subject to your complete satisfaction. Thereafter, the Agreement will renew itself each year until terminated by either party upon a sixty (60) day notice. Any incremental billing costs Plunkett's incurs due to special handling requests will be included on the customer's invoice.

Pricing

ANNUAL FEE

\$354.00/year

(PLUS APPLICABLE TAX)

Select Billing Schedule

Austin Orren

<hr/>	<hr/>
Austin Orren - 05/15/23	PLUNKETT'S
	CLIENT



Earning Your Trust Since 1915



Plunkett's / Varmint Guard
40 52nd Way Northeast
Fridley, MN 55421
877.571.7100
763.571.7100
www.plunketts.net

General Pest Control

Proposal

Customer Information

#9470355 Wabasso Community Center
1429 Front Street
Wabasso, MN 56293

Wabasso Community Center
jimjenniges@gmail.com
612-669-7238

General Pest Control Program

Plunkett's agrees to provide professional pest control service for the control of covered pests listed in Services section below (excludes termites and bed bugs).

Special Service

Plunkett's will provide additional service for covered pests, as it is deemed necessary, promptly and at no additional charge.

Plunkett's Guarantee

Work will be completed to your complete satisfaction before you make any payment.

Materials

The pest control materials used in and around your premises conform to federal, state, and local laws and regulations and will be used only as necessary, with due precaution. A specimen label and material data safety sheet is available in your Plunkett's Client Portal, or upon request, for each material used.

Plunkett's Personnel

Plunkett's Pest Control Technicians are well-trained, tested, and state certified.

Your Cooperation

We will correct pest concerns as quickly and efficiently as possible and implement a successful preventative maintenance program. Essential to the success of your overall program is your cooperation with repair or sanitation recommendations we may make you aware of.

Equipment Replacement

You are responsible for the repair or replacement cost of ILTs or other Plunkett's equipment that is damaged, lost, or stolen.

Price Guarantee

Plunkett's guarantees pricing quoted for a minimum of one year unless there is a material change in specifications requested by you.

This is cheaper due to wanting to cut the city a bulk service deal.

Services

Description	Notes	Frequency
Exterior Treatment	May and August	2/year
Rodent Control	This is cheaper due to wanting to cut the city a bulk service deal.	6/year

Terms

This Agreement will be for an original period of one year, subject to your complete satisfaction. Thereafter, the Agreement will renew itself each year until terminated by either party upon a sixty (60) day notice. Any incremental billing costs Plunkett's incurs due to special handling requests will be included on the customer's invoice.

Pricing

ANNUAL FEE

\$450.00/year

(PLUS APPLICABLE TAX)

Select Billing Schedule

Austin Orren

Austin Orren - 05/15/23

PLUNKETT'S

CLIENT



River Valley Low Voltage LLC
harleypfarr@rivervalleylowvoltage.com
5074309582
<https://www.rivervalleylowvoltage.com>

PO Box 192
Fairfax, MN 55332

QUOTE

City of Wabasso

1429 Front St
Box 60
Wabasso, MN 56283
5073425519
larry@wabasso.org

Quote Number	0026
Quote Date	05/11/2023
Valid Until	06/10/2023
Total	\$1,825.38

Item	Description	Unit Cost	Quantity	Line Total
Time Block	Time Block - 20 hours	\$1,700.00	1	\$1,700.00

Quote Terms:

20 hour prepaid time block.
Priority response including weekend and holidays.
Deducted in 0.25 hour increments.
Can be used for troubles or installs.
Time will be applied to account as credit, option to pay invoice with credits.

Net	\$1,700.00
Subtotal	\$1,700.00
MN Sales Tax 6.875%	\$116.88
Redwood County 0.5%	\$8.50
Total	\$1,825.38

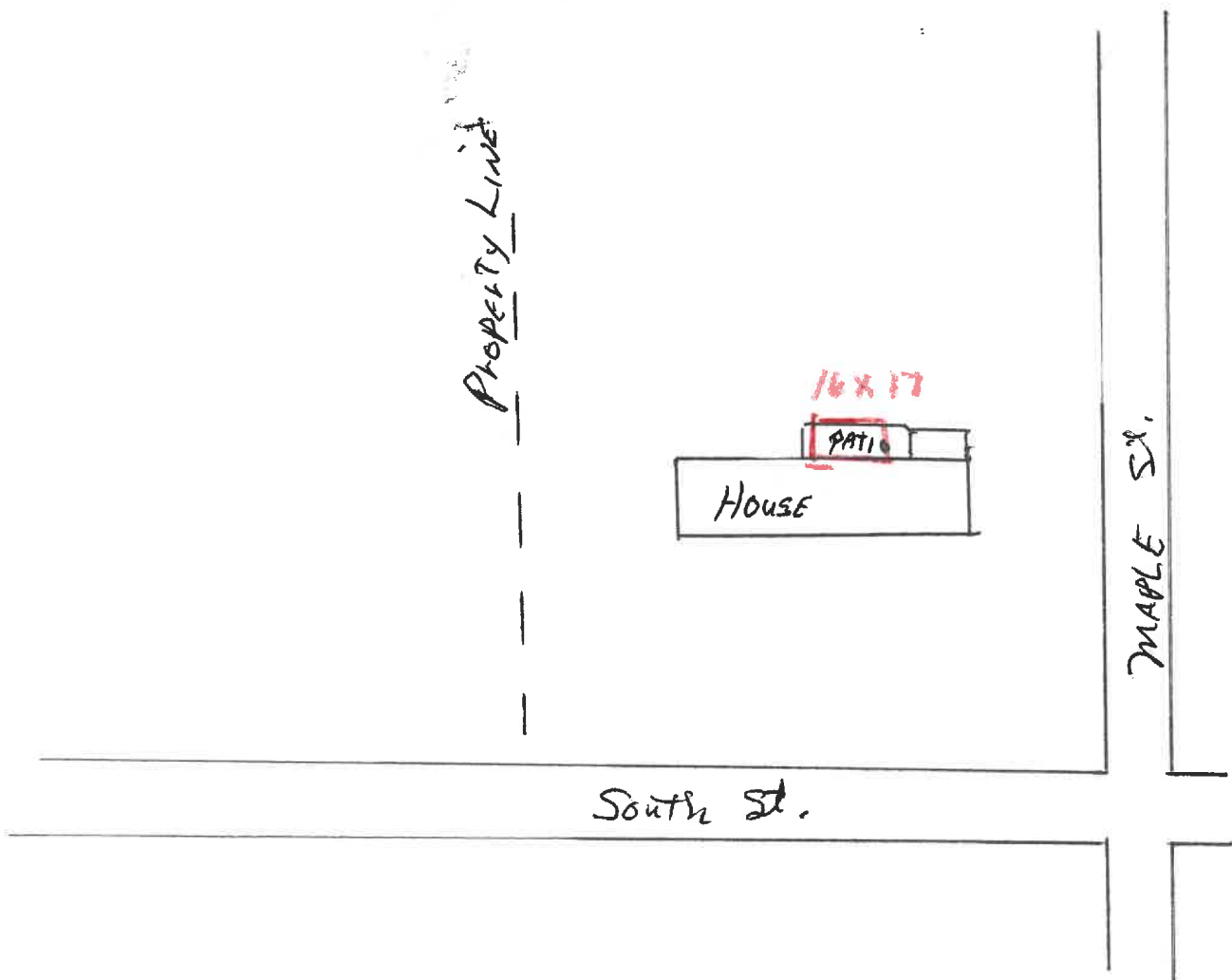
1700 00

Date: 5/11/2023

Marvin Davis
570 South Street

request for a building permit for a

16x17 roof over existing cement patio



Front Lot Line

THIS FORM MUST BE ACCOMPANIED BY OVERHEAD PICTURE OF
PROPERTY WITH PROJECT DRAWN ON IT. THIS IS TO SHOW LOCATION
OF PROJECT RELATIVE TO PROPERTY LINES.

The overhead picture may be obtained through City Office or
Beacon on the Redwood County website or other similar site.

Name: Marvin Davis

Address: 570 So Street

Phone Number: 507-430-3370 Alternate Phone: 507-430-9653

E-Mail: telimar@redred.com

Signature of Property Owner: Marvin Davis

Project Permit Needed For: 16x17 roof over existing patio

Estimated Cost of Project: \$10,000⁰⁰

Signature of adjoining property owners if project will be closer than 10 feet from side or
back property line

Front Lot Line

THIS FORM MUST BE ACCOMPANIED BY OVERHEAD PICTURE OF PROPERTY WITH PROJECT DRAWN ON IT. THIS IS TO SHOW LOCATION OF PROJECT RELATIVE TO PROPERTY LINES.

The overhead picture may be obtained through City Office or Beacon on the Redwood County website or other similar site.

Name: Kelly Salfer

Address: 997 North St

Phone Number: 430-4168 Alternate Phone: _____

E-Mail Kelvolle@hotmail.com

Signature of Property Owner Kelly Salfer

Project Permit Needed For 12x16 Storage shed on skids with concrete pad on

rocks underneath + 12 ft privacy fence extending current fence already in place

Estimated Cost of Project: 8,000 for shed Fence is used + at no cost

Signature of adjoining property owners if project will be closer than 10 feet from side or back property line



Add cement pad and 12 x 20 shed
(or rocks)
10 ft from
back lot line

Add additional fencing
12 ft long
will be lined up
with existing
fence
10 ft from
property line

Installation Address

City _____ State MN ZIP Code 56293

Email Kelvoll@hotmail.com Phone 5074304158 Mobile _____

Building Info		Size	Color	
Style:	Ranch Gable	12x20 16 88.5 Sidewall Height 8,000	Roof	Heather
Roof Material:	CertainTeed® NorthGate® SBS Shingles		Trim	
5 - 4x4 Southern Yellow Pine #2 Base Grade Runners (Ground Contact Treated)			Siding	Hearthstone (D
Siding	CertainTeed® Vinyl - 4" Dutchlap			

Design Link & Notes

Design Link <https://shedview.dakotastorage.com/?lng=en-US#95123ffc986162bea2ba875c64b499ae>

Contact Preference I'm exploring options right now.

Sales Contact I'm working with James.

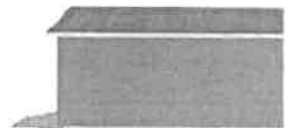
Images



Perspective



Front



Left

CITY OF WABASSO
Land Use Permit Info

**CITY COUNCIL CONSIDERS ALL BUILDING PERMITS AT REGULAR MEETINGS
ALL WORK MUST BE COMPLETED WITHIN 12 MONTHS OF APPROVAL**

1. A land use permit is needed for new structures, additions, fences, patios, decks, sheds, permanent pools, any cement work, etc. if it changes existing dimensions or is newly added to a lot. Remodeling, maintenance or replacement in exactly the same size and shape does not.

2. All Structures need to be 10 feet from each side lot line and the back lot line;
30 feet from the front lot line or in line with other structures on that block

Note Lot line and street /curb or alley are NOT the same thing- Measuring from a street or alley must be done based on the Right of Way for that street or alley. Alleys are generally 20ft right of way. To estimate where your rear lot line starts, measure 10 feet from the center of the alley
Streets are not all the same width for the right of way. To begin an estimate of where your lot line is again take half of the right of way and measure from approximately the center line to find your lot line
The city should be able to give you information on the width of the right of way

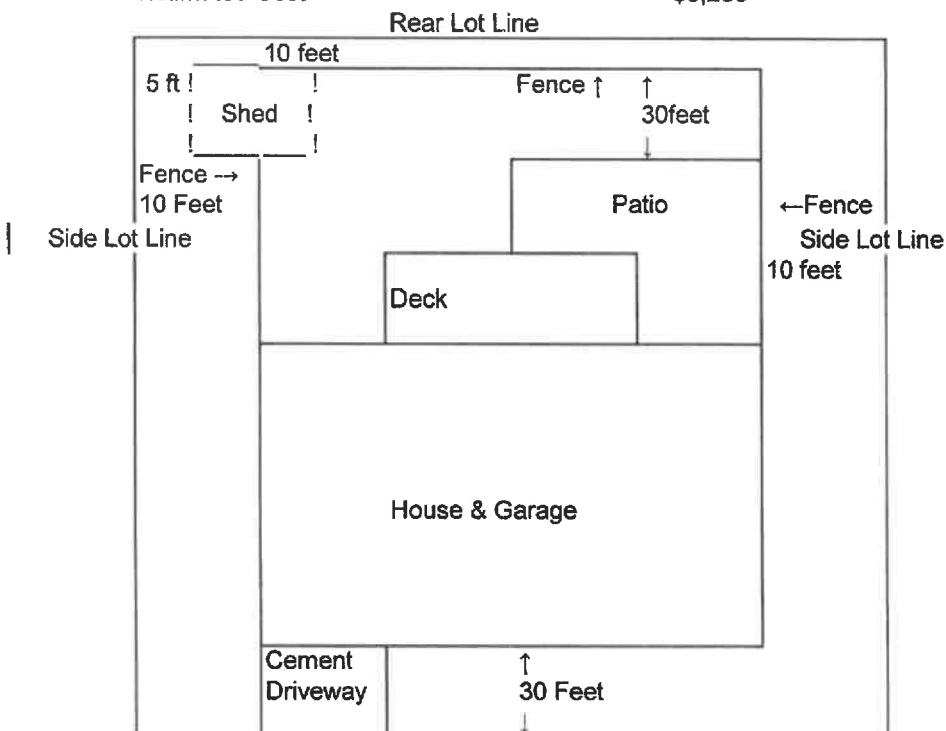
Note To be sure your measurements are correct, having a survey done is recommended if the pins marking the corners of the lot are not easily found

3. If you will be closer to the side lot line than ten feet, your neighbor must sign a statement this is acceptable

4. For lots located on a corner, the city council will determine which is the front footage of the lot

5. On all Permits show distance from lot lines to structure, type of structure, estimated cost, address, name and in the case of a fence or shed or other structure that will be closer than ten feet to a shared lot line, a signed statement from the neighboring property owner stating that it is acceptable.

Example: Name John Jones
Address 999 Main Street
Structure being placed on property Patio & Shed
Estimated Cost \$3,200



Placing the shed 5 feet
from the property line
is okay with me

Joe Blow 6/14/12

Front Lot Line

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Name:

Jenifer Johnson / Burnard Oors

Address:

756 Main St

Phone Number:

507-640-0075

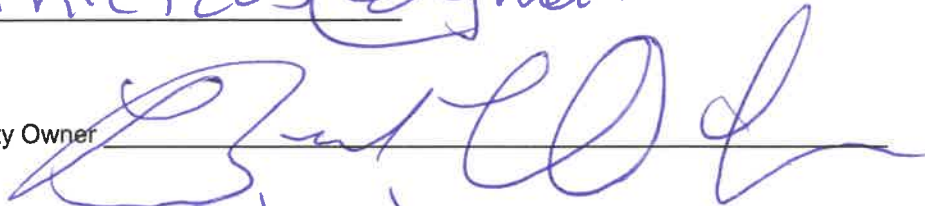
Alternate Phone:

507-531-2669

E-Mail

burnie1205@gmail

Signature of Property Owner


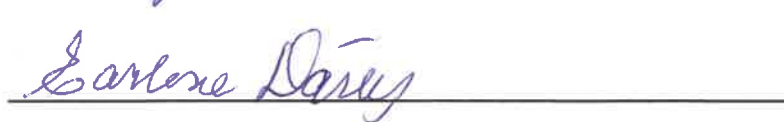

Shed

Project Permit Needed For

Estimated Cost of Project:

Ø

Signature of adjoining property owners if project will be closer than 10 feet from side or
back property line

CITY OF WABASSO
Land Use Permit Info

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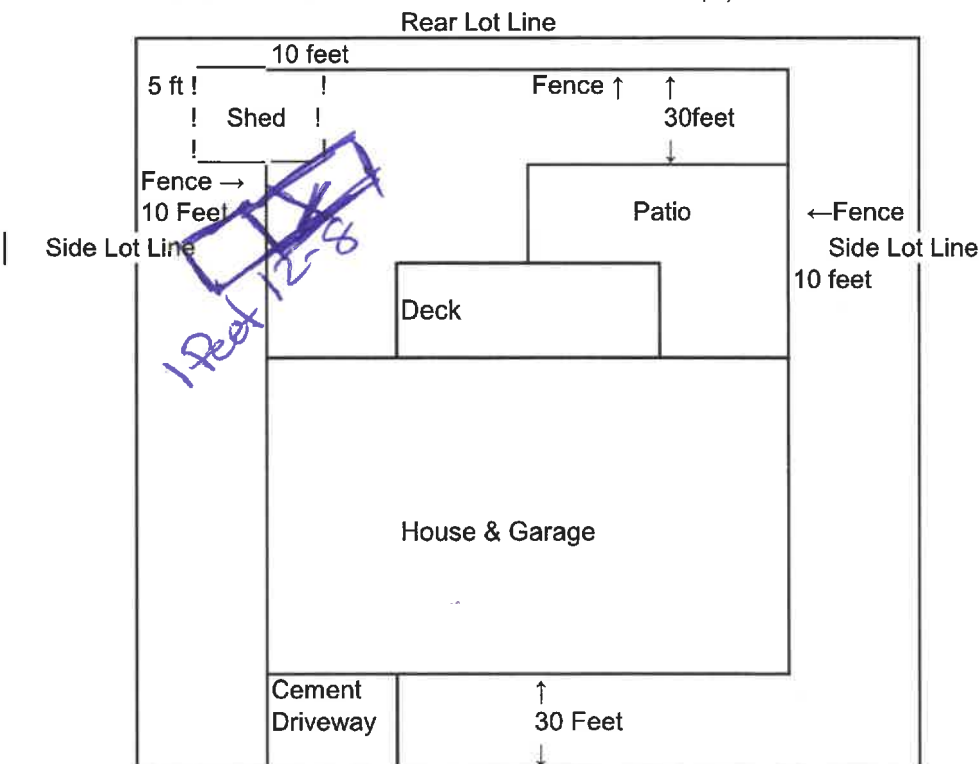
Note To be sure your measurements are correct, having a survey done is recommended if the pins marking the corners of the lot are not easily found

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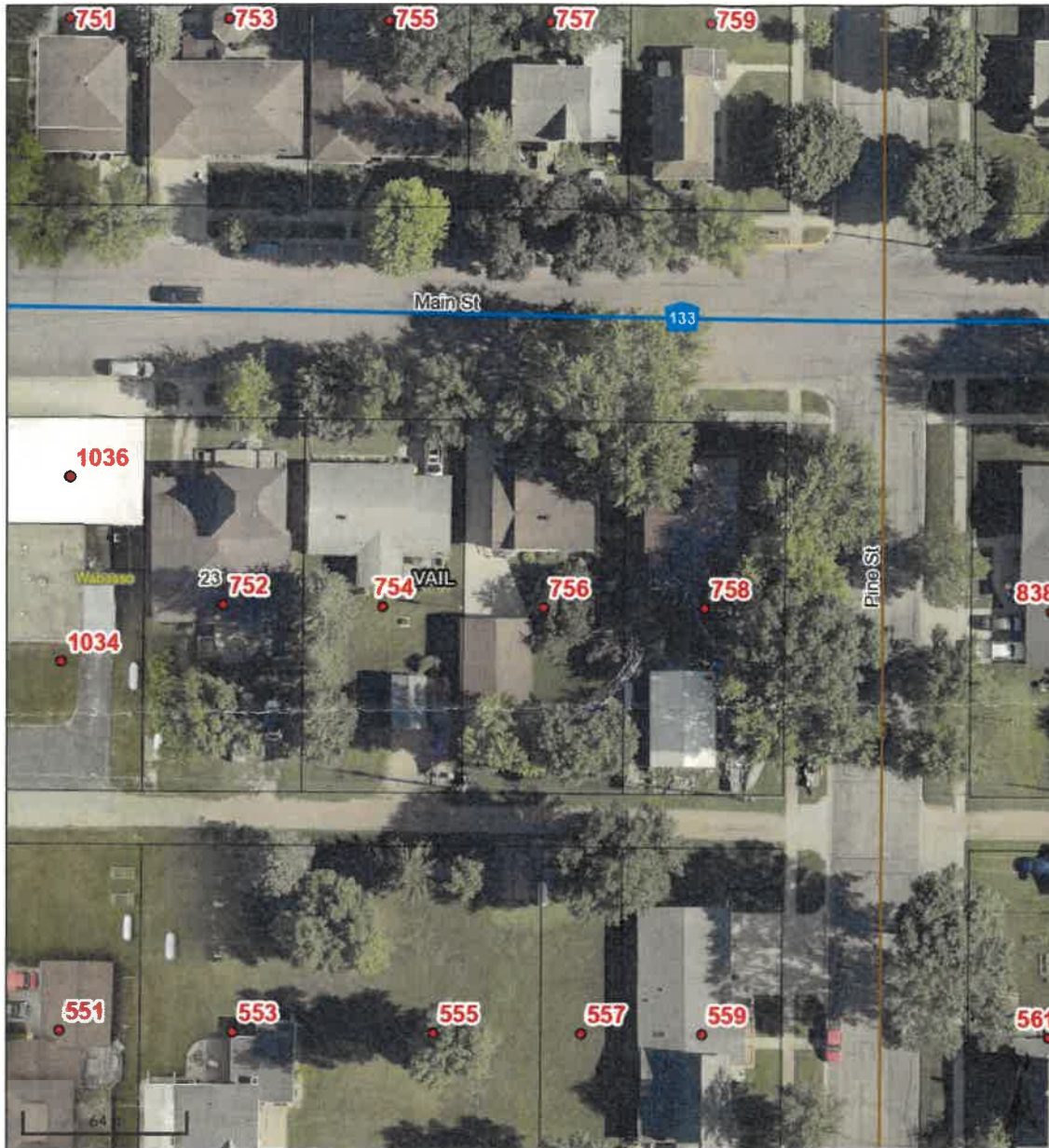
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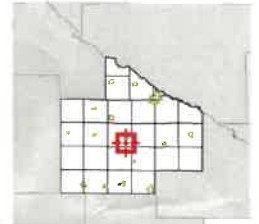
Example: Name John Jones
Address 999 Main Street
Structure being placed on property Patio & Shed
Estimated Cost \$3,200












Placing the shed 5 feet
from the property line
is okay with me
Joe Blow 6/14/12



Overview



Legend

-  Municipal Boundaries
-  Surrounding Counties
-  Townships
-  Address Points
-  Parcels
- Major Roads**
 -  State/Federal
 -  County
 -  County/Twp/City
 -  Minor Roads

Date created: 6/2/2023
Last Data Uploaded: 6/1/2023 9:21:08 PM

Developed by  **Schneider**
GEOSPATIAL

City of Wabasso

Payments

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Page 1

Current Period: June 2023

Payments Batch 061223PAYGCAMBFIRE				\$177,108.63	
Refer	55102 BOLTON & MENK			-	
Invoice					
Transaction Date	6/5/2023		General Checking	10100	Total
Refer	55099 ARVIG ENTERPRISES, INC.			-	
Cash Payment	E 602-49450-321	Telephone	Telephone - Disposal Plant - 2353506		\$105.98
Invoice					
Cash Payment	E 601-49400-321	Telephone	Telephone - Water tower - 2335084		\$38.46
Invoice					
Cash Payment	E 101-41400-321	Telephone	Telephone - Clerks Office - 2332003		\$126.25
Invoice					
Cash Payment	E 602-49450-321	Telephone	Telephone - Lift Station - 2324076		\$39.35
Invoice					
Cash Payment	E 601-49400-321	Telephone	Telephone - Water Plant - 2313338		\$145.14
Invoice					
Transaction Date	6/5/2023		General Checking	10100	Total \$455.18
Refer	55100 B AND L LAWN & SNOW			-	
Cash Payment	E 601-49400-404	Repairs/Maint Machiner	Restoration Water Line Repair		\$200.00
Invoice					
Transaction Date	6/5/2023		General Checking	10100	Total \$200.00
Refer	55101 BAUNE PLUMBING & HEATING			-	
Cash Payment	E 101-45170-500	Capital Outlay (GENER	Athletic Field Sink		\$1,259.38
Invoice					
Cash Payment	E 101-45180-402	Repairs/Maint Structure	Baseball Field Bathroom		\$239.69
Invoice					
Transaction Date	6/5/2023		General Checking	10100	Total \$1,499.07
Refer	55103 BOLTON & MENK			-	
Cash Payment	E 320-49810-303	Engineering Fees	Sewer Rehab Engineering Fees		\$114,050.00
Invoice 0311505					
Cash Payment	E 101-41430-303	Engineering Fees	Zoning Map - Split with EDA		\$481.50
Invoice 0311503A					
Cash Payment	E 601-49400-303	Engineering Fees	Water Plant Upgrades-Grant		\$4,263.68
Invoice 0311506					
Transaction Date	6/5/2023		General Checking	10100	Total \$118,795.18
Refer	55104 CHERRY ROAD MEDIA			-	
Cash Payment	E 601-49400-352	General Notices and Pu	Publish CCR Report		\$1,023.75
Invoice 1033520					
Transaction Date	6/5/2023		General Checking	10100	Total \$1,023.75
Refer	55105 ECOWATER SYSTEMS			-	
Cash Payment	E 101-43110-306	Service Contract	Water Softener - City Shop		\$53.90
Invoice					
Cash Payment	E 101-41940-306	Service Contract	Water Softener - Community Center		\$72.90
Invoice					
Transaction Date	6/5/2023		General Checking	10100	Total \$126.80
Refer	55106 ENVIRONMENTAL EQUIPMENT			-	

City of Wabasso

Payments

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Current Period: June 2023

Cash Payment	E 101-43100-220	Repair/Maint Supply (G	Sweeper Parts		\$327.74
Invoice					
Transaction Date	6/5/2023	General Checking	10100	Total	\$327.74
Refer	55107	FALLS AUTOMOTIVE	-		
Cash Payment	E 101-43100-220	Repair/Maint Supply (G	Parts		\$59.98
Invoice					
Transaction Date	6/5/2023	General Checking	10100	Total	\$59.98
Refer	55108	CITY OF REDWOOD FALLS	-		
Cash Payment	E 602-49450-404	Repairs/Maint Machiner	Jet Sewer Line		\$487.50
Invoice					
Transaction Date	6/5/2023	General Checking	10100	Total	\$487.50
Refer	55109	FARMERS CO-OP OIL COMPANY	-		
Cash Payment	E 101-43100-212	Motor Fuels	fuel - Streets		\$112.53
Invoice					
Cash Payment	E 601-49400-212	Motor Fuels	fuel - Water		\$112.53
Invoice					
Cash Payment	E 602-49450-212	Motor Fuels	fuel - Sewer		\$112.53
Invoice					
Transaction Date	6/5/2023	General Checking	10100	Total	\$337.59
Refer	55110	FLOW MEASUREMENTAND CONT	-		
Cash Payment	E 602-49450-387	Testing	Calibration of Meters		\$601.00
Invoice					
Transaction Date	6/5/2023	General Checking	10100	Total	\$601.00
Refer	55111	HERMEL VENDING & FOOD SVC.	-		
Cash Payment	E 101-41940-217	Other Operating Supplie	Cleaning Supplies - Community Center		\$304.78
Invoice	913147B				
Transaction Date	6/5/2023	General Checking	10100	Total	\$304.78
Refer	55112	HAWKINS WATER TREATMENT GR	-		
Cash Payment	E 601-49400-216	Chemicals and Chem Pr	chlorine Cylinders		\$30.00
Invoice	6471170				
Cash Payment	E 601-49400-216	Chemicals and Chem Pr			\$0.00
Invoice					
Transaction Date	6/5/2023	General Checking	10100	Total	\$30.00
Refer	55113	JENNIGES GAS & DIESEL INC	-		
Cash Payment	E 101-43100-404	Repairs/Maint Machiner	Repairs		\$599.32
Invoice	19222				
Cash Payment	E 101-43100-404	Repairs/Maint Machiner	Repairs		\$1,034.56
Invoice	19306				
Transaction Date	6/5/2023	General Checking	10100	Total	\$1,633.88
Refer	55114	JIM JENNIGES	-		
Cash Payment	E 601-49400-321	Telephone	Cell Phone - Water		\$25.00
Invoice					
Cash Payment	E 602-49450-321	Telephone	Cell Phone - Sewer		\$25.00
Invoice					
Transaction Date	6/5/2023	General Checking	10100	Total	\$50.00
Refer	55115	JOHN DEERE FINAN	-		

City of Wabasso

Payments

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Page 3

Current Period: June 2023

Cash Payment Invoice	E 101-43100-221	Equipment Parts	Equipment Supplies - Filters		\$45.56
Transaction Date	6/5/2023		General Checking	10100	Total \$45.56
Refer	55116	JOSH HOFFENKAMP	-		
Cash Payment Invoice	E 101-43100-321	Telephone	Cell Phone		\$50.00
Cash Payment Invoice	E 101-43110-215	Shop Supplies	Shop Supplies		\$60.04
Transaction Date	6/5/2023		General Checking	10100	Total \$110.04
Refer	55117	LARRY THOMPSON	-		
Cash Payment Invoice	E 101-41400-321	Telephone	Cell Phone		\$50.00
Cash Payment Invoice	E 101-41400-331	Travel Expenses	Deliveries		\$28.16
Transaction Date	6/5/2023		General Checking	10100	Total \$78.16
Refer	55118	MARCO, INC	-		
Cash Payment Invoice	E 101-41400-306	Service Contract	Copier		\$271.81
Transaction Date	6/5/2023		General Checking	10100	Total \$271.81
Refer	55119	MATHESON TRI-GAS INC	-		
Cash Payment Invoice	E 101-43110-215	Shop Supplies	Acetylene		\$68.13
Transaction Date	6/5/2023		General Checking	10100	Total \$68.13
Refer	55120	MEADOWLAND FARMERS CO-OP	-		
Cash Payment Invoice	E 101-43100-215	Shop Supplies	Fuel and Antifreeze - 2375		\$371.91
Cash Payment Invoice	E 101-43100-212	Motor Fuels	Fuel and Antifreeze - 2375		\$1,604.32
Transaction Date	6/5/2023		General Checking	10100	Total \$1,976.23
Refer	55121	MN ASSOCIATION OF SMALL CITI	-		
Cash Payment Invoice	E 101-41110-433	Dues and Subscriptions	Dues		\$450.30
Transaction Date	6/5/2023		General Checking	10100	Total \$450.30
Refer	55122	MN DEPT OF HEALTH	-		
Cash Payment Invoice	E 601-49400-388	MN Connect Fee	Water Connection Fee		\$707.00
Transaction Date	6/5/2023		General Checking	10100	Total \$707.00
Refer	55123	MN DEPT OF HEALTH	-		
Cash Payment Invoice	E 101-41940-434	Licnses	Food License - Community Center		\$40.00
Transaction Date	6/5/2023		General Checking	10100	Total \$40.00
Refer	55124	MN UI FUND	-		
Cash Payment Invoice	E 101-41400-430	Miscellaneous (GENER	Assessment		\$8.62
Transaction Date	6/5/2023		General Checking	10100	Total \$8.62

City of Wabasso

Payments

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Current Period: June 2023

Refer	55125	MVTL LABORATORIES	-		
Cash Payment	E 602-49450-387	Testing	Testing		\$122.52
Invoice	1199004				
Cash Payment	E 602-49450-387	Testing	Testing		\$111.39
Invoice	11366				
Cash Payment	E 602-49450-387	Testing	Testing		\$66.00
Invoice	1198300				
Transaction Date	6/5/2023	General Checking	10100	Total	\$299.91
Refer	55126	PARALLEL AG	-		
Cash Payment	E 101-43100-221	Equipment Parts	Sweeper Parts		\$107.68
Invoice	PO3620				
Transaction Date	6/5/2023	General Checking	10100	Total	\$107.68
Refer	55127	PEOPLE SERVICE	-		
Cash Payment	E 601-49400-306	Service Contract	Service Contract - Water		\$1,312.50
Invoice					
Cash Payment	E 602-49450-306	Service Contract	Service Contract - Sewer		\$1,312.50
Invoice					
Transaction Date	6/5/2023	General Checking	10100	Total	\$2,625.00
Refer	55128	QUALITY FLOW SYSTEMS INC	-		
Cash Payment	E 601-49400-500	Capital Outlay (GENER	Treatment Plant Panel		\$17,136.00
Invoice					
Transaction Date	6/5/2023	General Checking	10100	Total	\$17,136.00
Refer	55129	R & E SANITATION INC	-		
Cash Payment	E 603-49500-384	Refuse/Garbage Dispos	Dumpster Fee		\$236.89
Invoice	11656				
Cash Payment	E 603-49500-315	Sales Tax	Sales Tax		\$23.10
Invoice	11656				
Cash Payment	E 603-49500-384	Refuse/Garbage Dispos	Dumpster Fee		\$173.12
Invoice	11666				
Cash Payment	E 603-49500-315	Sales Tax	Sales Tax		\$16.84
Invoice	11666				
Cash Payment	E 603-49500-384	Refuse/Garbage Dispos	Dumpster Fee		\$100.22
Invoice	11732				
Cash Payment	E 603-49500-315	Sales Tax	Sales Tax		\$9.77
Invoice	11732				
Cash Payment	E 603-49500-384	Refuse/Garbage Dispos	Dumpster Fee		\$85.56
Invoice	11735				
Cash Payment	E 603-49500-315	Sales Tax	Sales Tax		\$8.44
Invoice	11735				
Cash Payment	E 603-49500-384	Refuse/Garbage Dispos	Dumpster Fee		\$68.34
Invoice	11700				
Cash Payment	E 603-49500-315	Sales Tax	Sales Tax		\$6.66
Invoice	11700				
Transaction Date	6/5/2023	General Checking	10100	Total	\$728.94
Refer	55130	REDWOOD CO AUDITOR/TREAS	-		
Cash Payment	E 101-41530-301	Auditing and Acct g Serv	Audit Report Letter		\$50.00
Invoice	61				

City of Wabasso

Payments

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Current Period: June 2023

Cash Payment Invoice 10A	E 601-49400-430	Miscellaneous (GENER	Delinquent Assessments - Water		\$235.80
Cash Payment Invoice 10B	E 602-49450-430	Miscellaneous (GENER	Delinquent Assessments - Sewer		\$26.20
Transaction Date	6/5/2023		General Checking	10100	Total \$312.00
Refer	55131	REDWOOD CO SHERIFFS OFFICE	-		
Cash Payment Invoice	E 101-42100-306	Service Contract	Service Contract		\$3,525.00
Transaction Date	6/5/2023		General Checking	10100	Total \$3,525.00
Refer	55132	REDWOOD ELECTRIC COOP	-		
Cash Payment Invoice	E 101-41940-311	Refunds	Community Center Damage Deposit		\$100.00
Cash Payment Invoice	E 101-43160-381	Electricity	Electricity - Street Lights - 99865801		\$940.00
Cash Payment Invoice	E 101-45170-381	Electricity	Electricity - Athletic Field - 99865803		\$22.00
Cash Payment Invoice	E 101-45200-381	Electricity	Electricity - City Park - 99865805		\$29.00
Cash Payment Invoice	E 101-41940-381	Electricity	Electricity - Community Ctr - 99865806		\$579.00
Cash Payment Invoice	E 602-49450-381	Electricity	Electricity - Sewer Plant - 99865807		\$2,423.00
Cash Payment Invoice	E 101-43110-381	Electricity	Electricity - City Shop - 99865808		\$249.40
Cash Payment Invoice	E 101-43160-381	Electricity	Electricity - Street Sign - 99865809		\$16.00
Cash Payment Invoice	E 602-49450-381	Electricity	Electricity - Lift Station - 99865810		\$65.00
Cash Payment Invoice	E 601-49400-381	Electricity	Electricity - Water Tower - 99865811		\$190.00
Cash Payment Invoice	E 601-49400-381	Electricity	Electricity - Water Plant - 99865812		\$1,270.00
Cash Payment Invoice	E 101-41940-381	Electricity	Electricity - Community Ctr - 99865813		\$39.00
Transaction Date	6/5/2023		General Checking	10100	Total \$5,922.40
Refer	55133	RUNNING SUPPLY INC	-		
Cash Payment Invoice	E 101-45170-210	Operating Supplies (GE	Misc		\$11.13
Transaction Date	6/5/2023		General Checking	10100	Total \$11.13
Refer	55134	SALFERS FOOD CENTER	-		
Cash Payment Invoice	E 101-41940-210	Operating Supplies (GE	Misc		\$3.21
Transaction Date	6/5/2023		General Checking	10100	Total \$3.21
Refer	55135	SOUTHWEST SANITATION, INC	-		
Cash Payment Invoice	E 603-49500-384	Refuse/Garbage Dispos	Garbage Fees		\$5,667.56
Transaction Date	6/5/2023		General Checking	10100	Total \$5,667.56

City of Wabasso

Payments

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Current Period: June 2023

Refer	55136	TEAM LABORATORY CHEMICAL	-			
Cash Payment	E 602-49450-210	Operating Supplies (GE	Lift Station Degreaser			\$557.00
Invoice	35455					
Transaction Date	6/5/2023		General Checking	10100	Total	\$557.00
Refer	55137	TECH UNLIMITED, LLC	-			
Cash Payment	E 101-41400-433	Dues and Subscriptions	Computer Support			\$10.25
Invoice	7374B					
Cash Payment	E 101-41400-570	Office Equip and Furnis	Batter Backup			\$156.99
Invoice						
Cash Payment	E 101-41400-570	Office Equip and Furnis	Battery Backup			\$565.99
Invoice						
Transaction Date	6/5/2023		General Checking	10100	Total	\$733.23
Refer	55138	USA BLUEBOOK	-			
Cash Payment	E 601-49400-216	Chemicals and Chem Pr	Chlorine			\$103.00
Invoice	345755					
Cash Payment	E 601-49400-216	Chemicals and Chem Pr	Iron Ferrover/Flouride			\$194.73
Invoice	346058					
Cash Payment	E 601-49400-217	Other Operating Supplie	Supplies			\$261.76
Invoice	7875					
Cash Payment	E 601-49400-217	Other Operating Supplie	Curb Stops/parts			\$1,028.16
Invoice	52					
Transaction Date	6/5/2023		General Checking	10100	Total	\$1,587.65
Refer	55139	VESSCO, INC	-			
Cash Payment	E 602-49450-500	Capital Outlay (GENER	UV Lights			\$3,596.50
Invoice	91163					
Transaction Date	6/5/2023		General Checking	10100	Total	\$3,596.50
Refer	55140	VISA	-			
Cash Payment	E 101-41400-321	Telephone	Zoom Conferencing			\$17.17
Invoice						
Cash Payment	E 101-41400-322	Postage	Council Packets			\$56.10
Invoice						
Cash Payment	E 101-41400-209	Other Office Supplies	Miscellaneous			\$158.80
Invoice						
Cash Payment	E 101-41400-430	Miscellaneous (GENER	Interest Charge			\$27.57
Invoice						
Cash Payment	E 101-41400-414	Data Processing Equip	QuickTiime/Prime Membership			\$100.10
Invoice						
Cash Payment	E 101-41940-217	Other Operating Supplie	Community Center Supplies			\$94.23
Invoice						
Cash Payment	E 101-43100-215	Shop Supplies	Street Supplies			\$275.86
Invoice						
Cash Payment	E 101-45170-220	Repair/Maint Supply (G	Garbage Cans			\$89.79
Invoice						
Cash Payment	E 101-45180-220	Repair/Maint Supply (G	Miscellaneous			\$30.04
Invoice						
Cash Payment	E 602-49450-210	Operating Supplies (GE	Misc Sewer Supplies			\$52.60
Invoice						

City of Wabasso

Payments

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Current Period: June 2023

Cash Payment	E 601-49400-322	Postage	Postage		\$11.75
Invoice					
Cash Payment	E 101-43110-215	Shop Supplies	Shop Supplies		\$206.36
Invoice					
Cash Payment	E 101-43110-240	Small Tools and Minor E	Jack		\$204.00
Invoice					
Cash Payment	E 320-49810-322	Postage	Miscellaneous		\$9.55
Invoice					
Transaction Date	6/5/2023	General Checking	10100	Total	\$1,333.92
Refer	55141	WABASSO DIESEL SERVICE	-		
Cash Payment	E 601-49400-322	Postage	Postage - Water Sample		\$10.00
Invoice					
Transaction Date	6/5/2023	General Checking	10100	Total	\$10.00
Refer	1957	ACTION RADIO & COMMUNICATIO	-		
Cash Payment	E 230-42153-217	Other Operating Supplie	Batteries		\$202.20
Invoice	I17938				
Transaction Date	6/5/2023	Ambulance Checking	10101	Total	\$202.20
Refer	1958	ARVIG ENTERPRISES, INC.	-		
Cash Payment	E 230-42153-321	Telephone	Ambulance Garage - 2343267		\$97.80
Invoice					
Transaction Date	6/5/2023	Ambulance Checking	10101	Total	\$97.80
Refer	1959	BOUND TREE MEDICAL	-		
Cash Payment	E 230-42153-217	Other Operating Supplie	Medical Supplies		\$217.93
Invoice					
Transaction Date	6/5/2023	Ambulance Checking	10101	Total	\$217.93
Refer	1960	CENTRACARE HEALTH	-		
Cash Payment	E 230-42153-211	ALS Intercept	ALS Intercept		\$1,200.00
Invoice					
Transaction Date	6/5/2023	Ambulance Checking	10101	Total	\$1,200.00
Refer	1961	EFAX CORPORATE	-		
Cash Payment	E 230-42153-325	Fax Service	Fax Service		\$35.03
Invoice					
Transaction Date	6/5/2023	Ambulance Checking	10101	Total	\$35.03
Refer	1962	EXPERT BILLING	-		
Cash Payment	E 230-42153-306	Service Contract	Billing Service		\$558.00
Invoice					
Transaction Date	6/5/2023	Ambulance Checking	10101	Total	\$558.00
Refer	1963	FARMERS CO-OP OIL COMPANY	-		
Cash Payment	E 230-42153-212	Motor Fuels	Fuel		\$455.59
Invoice					
Transaction Date	6/5/2023	Ambulance Checking	10101	Total	\$455.59
Refer	1964	JENNIGES GAS & DIESEL INC	-		
Cash Payment	E 230-42153-404	Repairs/Maint Machiner	Truck Repairs		\$98.39
Invoice					
Transaction Date	6/5/2023	Ambulance Checking	10101	Total	\$98.39

City of Wabasso

Payments

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Current Period: June 2023

Refer	1965	MATHESON TRI-GAS INC	-		
Cash Payment	E 230-42153-217	Other Operating Supplie	Oxygen		\$221.52
Invoice	27674453				
Cash Payment	E 230-42153-217	Other Operating Supplie	Oxygen		\$74.14
Invoice	27749691				
Transaction Date	6/5/2023	Ambulance Checking	10101	Total	\$295.66
Refer	1966	REDWOOD ELECTRIC COOP	-		
Cash Payment	E 230-42153-381	Electricity	Electricity - Shop 99865808		\$49.80
Invoice					
Transaction Date	6/5/2023	Ambulance Checking	10101	Total	\$49.80
Refer	4064	REDWOOD ELECTRIC COOP	-		
Cash Payment	E 225-42200-381	Electricity	electricity - Fire Hall 99865808		\$49.80
Invoice					
Transaction Date	6/5/2023	Fire Checking	10102	Total	\$49.80
Refer	4065	VOLUNTEER FIREFIGHTERS BENE	-		
Cash Payment	E 225-42200-433	Dues and Subscriptions	Membership Application - A Haak		\$3.00
Invoice					
Transaction Date	6/5/2023	Fire Checking	10102	Total	\$3.00

Fund Summary

10100 General Checking

101 GENERAL FUND	\$15,386.05
320 USDA RD Sewer Rehab	\$114,059.55
601 WATER FUND	\$28,299.26
602 SEWER FUND	\$9,704.07
603 REFUSE (GARBAGE) FUND	\$6,396.50
	<u>\$173,845.43</u>

10101 Ambulance Checking

230 AMBULANCE	\$3,210.40
	<u>\$3,210.40</u>

10102 Fire Checking

225 FIRE	\$52.80
	<u>\$52.80</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$177,108.63
Total	\$177,108.63

City of Wabasso

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Checks for Month

10100 General Checking

Since May 2023

Begin Balance \$853,408.62

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	20230501UB0	5/1/2023	-\$3,697.30	20230501UB0	UB Receipt Serv 1 Water R	\$857,105.92
Deposit	050123RECGCAMBIRLIB	5/1/2023	-\$280.00	050123RECGCA	Community Center Rental	\$857,385.92
Deposit	20230502UB0	5/2/2023	-\$685.35	20230502UB0	UB Receipt Serv 1 Water R	\$858,071.27
Deposit	20230503UB0	5/3/2023	-\$1,093.41	20230503UB0	UB Receipt Serv 1 Water R	\$859,164.68
Deposit	050323RECGCEDA	5/3/2023	-\$676.04	050323RECGCE	Dog License - #107	\$859,840.72
Deposit	20230504UB0	5/4/2023	-\$1,116.15	20230504UB0	UB Receipt Serv 1 Water R	\$860,956.87
Deposit	20230505UB0	5/5/2023	-\$944.45	20230505UB0	UB Receipt Serv 1 Water R	\$861,901.32
Deposit	20230508UB0	5/8/2023	-\$1,172.36	20230508UB0	UB Receipt Serv 1 Water R	\$863,073.68
Deposit	050823RECDOGLIC	5/8/2023	-\$5.00	050823RECDOG	Dog License	\$863,078.68
Deposit	20230509UB0	5/9/2023	-\$2,637.79	20230509UB0	UB Receipt Serv 1 Water R	\$865,716.47
Deposit	050923RECGCFIRAMB	5/9/2023	-\$1,127.00	050923RECGCFI	Rent Tables and Chairs	\$866,843.47
Deposit	051123RECAMLIC	5/11/2023	-\$10.00	051123RECAMLL	Animal Lic.	\$866,853.47
Deposit	20230511UB04	5/11/2023	-\$1,428.51	20230511UB04	UB Receipt Serv 1 Water R	\$868,281.98
Deposit	20230516UB0	5/16/2023	-\$1,905.61	20230516UB0	UB Receipt Serv 1 Water R	\$870,187.59
Deposit	051623RECCCRNTANLLIC	5/16/2023	-\$145.00	051623RECCCR	CC Rental	\$870,332.59
Deposit	20230515UB0	5/15/2023	-\$1,237.93	20230515UB0	UB Receipt Serv 1 Water R	\$871,570.52
Deposit	20230517UB0	5/17/2023	-\$1,189.42	20230517UB0	UB Receipt Serv 1 Water R	\$872,759.94
Deposit	20230522UB0	5/22/2023	-\$3,691.29	20230522UB0	UB Receipt Serv 1 Water R	\$876,451.23
Deposit	051723RECGCAMPFIRE	5/17/2023	-\$1,330.00	051723RECGCA	Community Center Rental	\$877,781.23
Deposit	052223RECGCAMP	5/22/2023	-\$1,190.00	052223RECGCA	Community Center Rental	\$878,971.23
Deposit	20230523UB0	5/23/2023	-\$11,833.74	20230523UB0	UB Receipt Serv 1 Water R	\$890,804.97
Deposit	20230525UB0	5/25/2023	-\$1,430.72	20230525UB0	UB Receipt Serv 1 Water R	\$892,235.69
Deposit	052523RECGCAMP	5/25/2023	-\$259.62	052523RECGCA	Dog License #113	\$892,495.31
Deposit	20230530UB0	5/30/2023	-\$2,350.81	20230530UB0	UB Receipt Serv 1 Water R	\$894,846.12
Deposit	20230531UB0	5/31/2023	-\$904.80	20230531UB0	UB Receipt Serv 1 Water R	\$895,750.92
Deposit	053123RECGCAMPDEWY	5/31/2023	\$0.00	053123RECGCA	Cat License - #114	\$895,750.92
Deposit	053123RECGCDWYAMB	5/31/2023	-\$5,005.00	053123RECGCD	Cat License #115	\$900,755.92
055036	Hoffenkamp, Joshua L	5/3/2023	\$1,350.37	PAY20230108.00		\$899,405.55
055037	Jenniges, Jim M	5/3/2023	\$1,754.98	PAY20230108.00		\$897,650.57
055038	Krause, Joanne	5/3/2023	\$251.88	PAY20230108.00		\$897,398.69
055039	Lensing, Gary J.	5/3/2023	\$246.29	PAY20230108.00		\$897,152.40
055040	Thompson, Larry	5/3/2023	\$1,911.42	PAY20230108.00		\$895,240.98
055041	ALYSSA NORSTEGAARD	5/3/2023	\$106.25	050323PAYALYS	Community Center Cleanin	\$895,134.73
055042	ANDERSON ELECTRIC	5/8/2023	\$2,174.96	050323PATGCA	Wire locates for Arvig - Eas	\$892,959.77
055043	ARVIG ENTERPRISES, INC.	5/8/2023	\$466.99	050323PATGCA	Water Plant - 2313338	\$892,492.78
055044	BANYON DATA SYSTEMS	5/8/2023	\$1,430.00	050323PATGCA	Utility Software Billing Supp	\$891,062.78
055045	BAUNE LAWN AND SNOW	5/8/2023	\$1,492.00	050323PATGCA	Snow Removal - Nov/Dec	\$889,570.78
055046	BAUNE PLUMBING & HEATIN	5/8/2023	\$325.06	050323PATGCA	Baseball Field	\$889,245.72
055047	BAUNE SERVICES AND LAW	5/8/2023	\$720.00	050323PATGCA	Snow Removal - Main Stre	\$888,525.72
055048	BOLTON & MENK	5/8/2023	\$5,251.50	050323PATGCA	Water Plant Grant Applicati	\$883,274.22
055049	CHERRY ROAD MEDIA	5/8/2023	\$325.00	050323PATGCA	Advertisement - Maintenanc	\$882,949.22
055050	COLUMN	5/8/2023	\$250.56	050323PATGCA	Public Notice - Ordinance	\$882,698.66
055051	DANIEL WALKER	5/8/2023	\$179.13	050323PATGCA	Overpayment	\$882,519.53
055052	ECOWATER SYSTEMS	5/8/2023	\$533.60	050323PATGCA	City Shop	\$881,985.93
055053	FALLS AUTOMOTIVE	5/8/2023	\$369.94	050323PATGCA	Battery - Freightliner	\$881,615.99
055054	FARMERS CO-OP OIL COMP	5/8/2023	\$154.36	050323PATGCA	Fuel Streets	\$881,461.63
055055	GARY LENSING	5/8/2023	\$100.00	050323PATGCA	Thatcher/Roller Rental	\$881,361.63
055056	GOPHER STATE ONE CALL	5/8/2023	\$12.15	050323PATGCA	One Call	\$881,349.48
055057	GRAMSTAD LUMBER COMP	5/8/2023	\$839.44	050323PATGCA	Chalk - Baseball Field	\$880,510.04
055058	HAWKINS WATER TREATME	5/8/2023	\$4,360.77	050323PATGCA	Chemicals	\$876,149.27
055059	HERMEL VENDING & FOOD	5/8/2023	\$1,218.13	050323PATGCA	Bathroom Supplies - Park	\$874,931.14
055060	JIM JENNIGES	5/8/2023	\$50.00	050323PATGCA	Cell Phone	\$874,881.14
055061	JOHN DEERE FINAN	5/8/2023	\$3.31	050323PATGCA	Lawnmower Part	\$874,877.83
055062	JOSH HOFFENKAMP	5/8/2023	\$50.00	050323PATGCA	Cell Phone	\$874,827.83
055063	KIBBLE EQUIPMENT	5/8/2023	\$3,500.00	050323PATGCA	Riding Lawnmower	\$871,327.83
055064	LARRY THOMPSON	5/8/2023	\$50.00	050323PATGCA	Cell Phone	\$871,277.83
055065	MARCO, INC	5/8/2023	\$200.96	050323PATGCA	Copier Lease	\$871,076.87
055066	MATHESON TRI-GAS INC	5/8/2023	\$69.93	050323PATGCA	Acetylene	\$871,006.94

City of Wabasso

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Checks for Month

10100 General Checking

Since May 2023

Begin Balance \$853,408.62

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
055067	MVTL LABORATORIES	5/8/2023	\$357.51	050323PATGCA	Testing	\$870,649.43
055068	PEOPLE SERVICE	5/8/2023	\$2,625.00	050323PATGCA	Service Contract Sewer an	\$868,024.43
055069	QUADIENT FINANCE USA, IN	5/8/2023	\$849.00	050323PATGCA	Postage	\$867,175.43
055070	R & E SANITATION INC	5/8/2023	\$334.99	050323PATGCA	Dumpsters	\$866,840.44
055071	REDWOOD CO AUDITOR/TR	5/8/2023	\$315.00	050323PATGCA	93-023-4300	\$866,525.44
055072	REDWOOD CO SHERIFFS O	5/8/2023	\$2,820.00	050323PATGCA	Service Contract	\$863,705.44
055073	REDWOOD ELECTRIC COOP	5/8/2023	\$6,338.40	050323PATGCA	Street Lights - 99865801	\$857,367.04
055074	RITEWAY	5/8/2023	\$276.92	050323PATGCA	Utility Bill Forms	\$857,090.12
055075	RSS GROUP INTERNATIONA	5/8/2023	\$257.48	050323PATGCA	Pressue washer parts	\$856,832.64
055076	RUNNING SUPPLY INC	5/8/2023	\$1,044.36	050323PATGCA	Miscellaneous Parts and su	\$855,788.28
055077	SALFER WELDING & MFG	5/8/2023	\$110.50	050323PATGCA	CO2 Tank	\$855,677.78
055078	SHARE CORPORATION	5/8/2023	\$270.21	050323PATGCA	Restroom suupplies	\$855,407.57
055079	SOUTHWEST SANITATION, I	5/8/2023	\$2,832.74	050323PATGCA	Service Contract	\$852,574.83
055080	TECH UNLIMITED, LLC	5/8/2023	\$104.25	050323PATGCA	computer licens fees and s	\$852,470.58
055081	ULINE SHIPPING AND SUPP	5/8/2023	\$612.47	050323PATGCA	Chairs/Mop	\$851,858.11
055082	VISA	5/8/2023	\$2,028.55	050323PATGCA	Zoom Meeting	\$849,829.56
055083	WABASSO DIESEL SERVICE	5/8/2023	\$7.00	050323PATGCA	Speedy Delivery - water	\$849,822.56
055084	WABASSO LIONS	5/8/2023	\$40.00	050323PATGCA	Community Calendar	\$849,782.56
055085	MN DEPT OF HEALTH	5/10/2023	\$250.00	051023PAYGCD	Water Filter Media Plan Re	\$849,532.56
055086	REDWOOD CO AUDITOR/TR	5/15/2023	\$3.84	051523PAYRCA	Solid Wast Fee - 93-870-08	\$849,528.72
055087	Hoffenkamp, Joshua L	5/17/2023	\$1,362.81	PAY20230110.00		\$848,165.91
055088	Jenniges, Jim M	5/17/2023	\$1,754.98	PAY20230110.00		\$846,410.93
055089	Krause, Joanne	5/17/2023	\$316.98	PAY20230110.00		\$846,093.95
055090	Lensing, Gary J.	5/17/2023	\$262.06	PAY20230110.00		\$845,831.89
055091	Thompson, Larry	5/17/2023	\$1,911.42	PAY20230110.00		\$843,920.47
055092	MN POLLUTION CONTROL A	5/17/2023	\$310.00	051723PAYMPC	USDA RD Permit Review	\$843,610.47
055093	ALYSSA NORSTEGAARD	5/18/2023	\$75.00	051823PAYALYS	Community Center Cleanin	\$843,535.47
055094	Hoffenkamp, Joshua L	5/31/2023	\$1,362.81	PAY20230111.00		\$842,172.66
055095	Jenniges, Jim M	5/31/2023	\$1,754.98	PAY20230111.00		\$840,417.68
055096	Krause, Joanne	5/31/2023	\$137.47	PAY20230111.00		\$840,280.21
055097	Lensing, Gary J.	5/31/2023	\$562.11	PAY20230111.00		\$839,718.10
055098	Thompson, Larry	5/31/2023	\$1,911.42	PAY20230111.00		\$837,806.68
	Deposits	\$47,347.30				
	Checks	-\$62,949.24				
			-\$15,601.94			

FILTER: ((([Act Year]='2023' and [period] in (5))) and ((true)) and [Cash Act]='10100')

City of Wabasso

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Checks for Month

10101 Ambulance Checking

Since May 2023

Begin Balance \$155,946.24

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	050123RECGCAMPFIRLIB	5/1/2023	-\$2,128.38	050123RECGCA	BLS Service Fee	\$158,074.62
Deposit	050223RECAMBRUN	5/2/2023	-\$660.09	050223RECAMB	Ambulance Run	\$158,734.71
Deposit	050423RECAMBDWY	5/4/2023	-\$1,080.00	050423RECAMB	Fundraiser	\$159,814.71
Deposit	050923RECGCFIRAMB	5/9/2023	-\$1,490.00	050923RECGCFI	Ambulance Service Fee	\$161,304.71
Deposit	051723RECGCAMPFIRE	5/17/2023	-\$2,130.09	051723RECGCA	Ambulance Fees	\$163,434.80
Deposit	052223RECGCAMP	5/22/2023	-\$862.61	052223RECGCA	Ambulance Service Fee	\$164,297.41
Deposit	052523RECGCAMP	5/25/2023	-\$1,094.80	052523RECGCA	Service Fee	\$165,392.21
Deposit	053023RECAMBRUN	5/30/2023	-\$1,444.00	053023RECAMB	AMB RUN	\$166,836.21
Deposit	053123RECGCDWYAMB	5/31/2023	-\$169.63	053123RECGCD	Ambulance Service Fee	\$167,005.84
001945	ARVIG ENTERPRISES, INC.	5/8/2023	\$101.82	050323PATGCA	Telephone - 2343267	\$166,904.02
001946	BAUNE LAWN AND SNOW	5/8/2023	\$87.50	050323PATGCA	Snow Removal	\$166,816.52
001947	BOUND TREE MEDICAL	5/8/2023	\$580.83	050323PATGCA	Medical Supplies	\$166,235.69
001948	CENTRACARE HEALTH	5/8/2023	\$2,200.00	050323PATGCA	ALS Intercept	\$164,035.69
001949	EFAX CORPORATE	5/8/2023	\$92.01	050323PATGCA	Fax Service	\$163,943.68
001950	EVEREST EMERGENCY VEH	5/8/2023	\$315.39	050323PATGCA	Ambulance Repairs	\$163,628.29
001951	EXPERT BILLING	5/8/2023	\$806.00	050323PATGCA	Billing Service	\$162,822.29
001952	FARMERS CO-OP OIL COMP	5/8/2023	\$302.03	050323PATGCA	Fuel	\$162,520.26
001953	JENNIGES GAS & DIESEL IN	5/8/2023	\$62.10	050323PATGCA	Ambulance Repairs	\$162,458.16
001954	MATHESON TRI-GAS INC	5/8/2023	\$228.35	050323PATGCA	Oxygen	\$162,229.81
001955	REDWOOD CO AUDITOR/TR	5/8/2023	\$45.00	050323PATGCA	Solid Waste Fee - 92-200-2	\$162,184.81
001956	REDWOOD ELECTRIC COOP	5/8/2023	\$80.80	050323PATGCA	Electricity - 9985808	\$162,104.01
	Deposits	\$11,059.60				
	Checks	-\$4,901.83				
			\$6,157.77			

City of Wabasso

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Checks for Month

10102 Fire Checking

Since May 2023

Begin Balance \$52,693.24

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	050123RECGCAMPFIRLIB	5/1/2023	-\$1,500.00	050123RECGCA	Fire Call	\$54,193.24
Deposit	050923RECGCFIRAMB	5/9/2023	-\$20.00	050923RECGCFI	Donation	\$54,213.24
Deposit	051123RECFIRECON	5/11/2023	-\$2,625.00	051123RECFIRE	FIRE CONTRACT	\$56,838.24
Deposit	051723RECGCAMPFIRE	5/17/2023	-\$6,168.75	051723RECGCA	Township Standby Fees	\$63,006.99
004061	BAUNE LAWN AND SNOW	5/8/2023	\$87.50	050323PATGCA	Snow Removal	\$62,919.49
004062	HEIMAN FIRE EQUIPMENT	5/8/2023	\$335.04	050323PATGCA	Turnout Gear	\$62,584.45
004063	REDWOOD ELECTRIC COOP	5/8/2023	\$80.80	050323PATGCA	Electricity - 99865808	\$62,503.65
	Deposits	\$10,313.75				
	Checks	-\$503.34				
			\$9,810.41			

FILTER: ((([Act Year]='2023' and [period] in (5)))) and ((true)) and [Cash Act]='10102'