

**City of Wabasso
Regular Meeting
Monday, February 10, 2020
6:00 pm**

1. Pledge of Allegiance
2. Call to order
3. Approve Agenda
4. EDA
5. **PUBLIC COMMENT** *Please limit comments to 3 minutes per person. Items brought before the council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items at this time*
6. Matt Novak
7. Street Report
8. Water/Wastewater Report
 - A. Public Hearing
10. Park & Rec
11. Fire Contract per section 2019-2020 \$170 per section
12. Consent Agenda
13. Alley-Roadhouse
14. Updates
 1. Streamline CC Contract Process
 2. City Clerk/Administrator Job Description
 3. Personnel Policy
15. June Street
16. Street Funding -LIPR
17. Ordinance/Policing
18. Jonti-Craft Crosswalk
19. CC rental for fundraiser Hope Harbor/Cindy McKittrick March 20
CC rental For Fundraiser for Craig Van Loy March 28
20. Presidential Primary, March 3, 2020 Election Judge Mary Smith
21. February 17 Office Closed -President's Day
22. Clerk off 2-13 starting at 9:30 Am, Clerk off 9:30 am to 1:30 pm 2-20
23. Correspondence
24. Bills
25. Adjourn

CONSENT AGENDA

1. Minutes of January 13 meeting
2. Land Use Permits
 - A.
3. Beer in Community Center
 - A.

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

Estimated Monthly Payment Schedule**as of 2/5/2020**

<u>Name</u>	<u>Pmt Due</u>	<u>Pmt Amt</u>	<u>Int</u>	<u>Prin Amt</u>		<u>Maturity Date</u>	<u>Date of Last Payment</u>	<u>Next Payment Due</u>
Bart Properties Llc	14th	\$ 482.80	3%	\$ 29,341.52	EDA II	7/14/2025	1/3/2020	2/14/2020
DEEM, Inc	21st	\$ 482.80	3%	\$ 29,706.92	EDA	5/21/2025	1/16/2020	10/21/2019
DEEM, Inc	21st	\$ 357.27	3%	\$ 21,830.80	EDA	5/21/2025	1/16/2020	10/21/2019
Jonti-Craft	25th	\$ 3,886.28	2.5%	\$ 246,162.65	EDA	9/25/2025	1/15/2020	2/27/2020
Jonti-Craft	25th	\$ 120.19	2.5%	\$ 7,613.49	EDA II	9/25/2025	1/15/2020	2/27/2020
Jenniges Gas & Diesel	8th	\$ 438.02	1%	\$ 20,182.93	EDA	12/8/2023	1/15/2020	2/8/2020
Jenniges Gas & Diesel	14th	\$ 289.68	3%	\$ 20,550.07	EDA	9/14/2026	1/15/2020	2/14/2020
Wabasso Eletric Motor LLC	6th	\$ 250.52	3%	\$ 13,589.22	EDAI	8/6/2024	1/13/2020	2/9/2020
Matt Novak	1st	\$ 362.10	3%	\$ 24,160.17	EDA II	8/1/2026	2/1/2020	3/5/2020
Chad Ruprecht	21st	\$ 289.68	3%	\$ 23,993.84	EDA II	5/21/2028	1/21/2020	2/21/2020
Safe Storage 2	5th	\$ 482.80	3%	\$ 44,908.60	EDA	10/5/2028	1/5/2020	2/5/2020
Mid County Ag Services	20th	\$ 241.40	3%	\$ 22,435.07	EDA I	11/20/2028	1/15/2020	2/20/2020
Totals		\$ 7,683.54		\$ 504,475.28				
EDA Daily Savings		\$ 244,954.19						
EDAI Daily Savings		\$ 60,196.73						
EDAI WDC		\$ 39,718.36						
		\$ 344,869.28						

EDA General Fund

Beginning Balance		\$	39,069.69
Plus Deposits Outstanding			
interest			
2nd 1/2 property tax		\$	2,217.13
Less Outstanding Checks			
Carole Remiger		\$	210.00
Chuck Robasse		\$	270.00
Karl Guetter		\$	120.00
Pat Eichten		\$	500.00
Rachel Ingebretson		\$	300.00
		\$	39,886.82
CD # 115009		\$	27,463.11
CD #33649 renewal 12-9-19		\$	50,000.00
		\$	77,463.11
CD Total			
EDA General Total		\$	77,963.11

EDA Dewey Street

		\$	60,988.38
Plus Deposits Outstanding			
Rents			
interest			
Less Checks /Outstanding			
Minnwest Bank		\$	2,000.00
LMCIT insurance		\$	3,689.00
		\$	55,299.38

EDA Eastvail Sales Account	Starting Balance	\$	13,327.99
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Dewey Street Townhomes Loan

9/26/2019 \$ 70,527.80 2.8 % interest

Monthly Payment Schedule
as of **2/5/2020**

<u>Name</u>	<u>Pmt Due</u>	<u>Pmt Amt</u>	<u>Int</u>	<u>Prin Amt</u>		<u>Maturity Date</u>	<u>Date of Last Payment</u>	<u>Next Payment Due</u>
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Dewey Street Townhomes Loan

9/26/2019	\$ 70,527.80	2.8 % interest
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From: David Palm

Sent: Tuesday, January 21, 2020 3:28 PM

To: Mary Smith - City of Wabasso (cwab@redred.com)

Cc: Paul Plaetz - Wabasso (Aplaetz@hotmail.com); John Graupman; Jason Zinter; Teresa Burgess; Nancy Thorkelson; Jason Neville

Subject: FW: Wabasso Sanitary Sewer System Improvements - PFA Submittal Dates, Notice of Mtg, Resolution Accepting Facilities Plan

Hi Mary:

See attachments.

Since the last City Council meeting in Wabasso on Jan. 13th, we have reviewed Funding Agency timelines for submission of projects. Rural Development has no set time line for submitting the PER & ER. However, the PFA & MPCA has a timeline for submission of a Facility Plan (PER) for consideration of PFA funding.

PFA / MPCA Funding Timeline (for 2021 Clean Water Revolving Fund)

- March 6, 2020 – Submit Project Priority List (PPL) Application and Cover Letter to PFA & MPCA
- March 6, 2020 – Submit Facilities Plan (PER) to the MPCA
- June 5, 2020 – Submit Intended Use Plan Letter to the PFA

One requirement of the MPCA is that the City conduct a **Public Hearing / Information Meeting** to review and explain the project to the public. This Public Hearing needs to be completed prior to the MPCA approving the Facility Plan. I recommend we hold this public hearing sometime in late February. **Will February 26, 2020 @ 6:00 PM work?** This way, comments / concerns heard at the meeting can be incorporated into the Facilities Plan (PER). Also, a resolution approving the Facility Plan should be approved by the City Council prior to submitting the Plan. We would then submit the PPL Application, Letter, and Facilities Plan (PER) the next week prior to the March 6, 2020 deadline.

Please review this information. We can also review this information with the City Council on Feb. 10th to get their input and approval for the hearing date / time.

Give me a call to discuss.

Thank you.

David

David A. Palm, P.E.

Bolton & Menk, Inc.

P: (507) 794.5541 ext. 5

M: (507) 317.4925

email: <mailto:david.palm@bolton-menk.com>

Real People. Real Solutions.

TO WHOM IT MAY CONCERN:

Notice is hereby given that the city council of Wabasso will meet in the council chambers located at 1429 Front Street, Wabasso, MN at 6:00 p.m. on Wednesday, February 26, 2020 to consider potential improvements to the municipal wastewater collection and treatment system. Improvements options that are being considered include reconstruction of sanitary sewer mains and service pipes and the construction of a new wastewater treatment facility. The wastewater treatment system may be either a mechanical type treatment plant or a wastewater stabilization treatment ponds system. Such persons as desire to be heard with reference to the proposed improvements will be heard at this meeting.


City Clerk

Published in Wabasso Standard on 2-12-2020

RESOLUTION NO. _____

CITY OF WABASSO, MN

RESOLUTION RECEIVING AND ACCEPTING THE FACILITY PLAN

WHEREAS, a Facility Plan meeting the requirements of MN Administrative Rules 7077.0272 FACILITIES PLAN FOR WASTEWATER TREATMENT SYSTEMS has been prepared by Bolton & Menk, Inc, and

WHEREAS, the improvements considered in the Facility Plan include:

1. Reconstruction & / or Rehabilitation of a major portion of the wastewater collection system piping for mains and services
2. Construction of either a new mechanical type wastewater treatment plant or a new stabilization treatment ponds type wastewater treatment system

WHEREAS, this report was received by the Council on February 26, 2020, and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WABASSO, MINNESOTA:

The council accepts the report and directs its submittal to the to the MN Pollution Control Agency.

I CERTIFY THAT the above resolution was adopted by the Wabasso City Council on February 26, 2020.

SIGNED: _____

WITNESSED: _____

Name: Carol Atkins

Name: Mary Smith

Title: Mayor

Title: City Clerk

City of Wabasso
City Council
Monday, January 13, 2020
6 pm

The meeting opened with recitation of the Pledge of Allegiance.

The meeting was called to order by Mayor Carol Atkins with Council Members Steve Burns and Rachel Ingebretson present. Carole Remiger and Wade McKittrick were unable to attend.

Also present were Perry and Jodi Hansen, Pat Eichten, Dave Palm, Mike Remiger, Paul Plaetz and Mary Smith.

The agenda was approved after Dave Palm was added on a motion by Burns, seconded by Ingebretson.

Atkins-yes, Burns-yes, Ingebretson-yes.

Pat Eichten provided an update on the EDA. Chad from the SW Minnesota Housing Partnership will be attending the next meeting. He will be bringing cost estimates and design ideas for the duplexes the EDA is looking into building. Pat is working on obtaining a commitment from Serenity Suites on an option for the lot next to the current facility. Someone has expressed an interest in buying a lot on North Street.

Perry and Jodi Hansen were present to request the city consider paving June Street from Ash Street to County Highway 6. The Clerk will put them on the agenda for the March meeting. This will allow time for the council to gather research.

Dave Palm was asked about what it costs to put in a block of street. He said estimates are about \$100,000.00 per block. The clerk was instructed to determine what the policy is for how the streets are paid for.

Dave Palm was present to discuss the preliminary engineering report and cost estimates. He reviewed the information in the PER with the council and suggested a possible public meeting to provide information about the project and the costs. He will try to have an estimate of how much of the cost could be in loan and how much in grant. The affordability factor for Wabasso is \$56.00 per month. This is used in determining how much the city can afford to repay.

Dave drew up an answer to the MPCA for the violation of high flows at the Sewer treatment plant. The problem has arisen in the last couple of years due to the heavier than normal rainfalls that the area has experienced. The council can use it or something similar to explain steps that are being taken by the city to try to eliminate this problem.

Mike Remiger presented the Street Report for the month. He presented a price on materials for doing the walls in the old police garage to make it into a training room. It does not include

flooring. The estimates for heat and electrical have not come in yet. The costs will be shared 1/3 ambulance, 1/3 fire and 1/3 city. He will get started on the work with council permission.

Paul Plaetz presented the Water/Wastewater Report. The letter provided by Dave Palm is an answer to the violation letter sent by the Minnesota Pollution Control. A household in town had some issues with the sewer line and chose to replace it from the house to the street which eliminates concerns of that section of private line adding to the inflow and infiltration issues in town.

There was nothing to discuss under park and rec.

Updates are as follows:

The community center rental process committee has not been able to meet yet.

The personnel policy is in progress.

The job description is also in progress.

The following items on the consent agenda were approved, with the correction to the second page of the minutes to complete the sentence If snow ends up back on the street after the street has been plowed it is a violation of the "ordinance" on a motion by Burns, seconded by Ingebretson:

1. Minutes of December meeting

2. Beer in community center

a. Commercial Club

2-14-2020

Atkins-yes, Burns-yes, Ingebretson-yes.

The following appointments were made for 2020:

a. Streets

Rachel Ingebretson

b. Buildings

Wade McKittrick

c. Water/Wastewater

Steve Burns

d. Park and Rec

Carole Remiger

Approved on a motion by Ingebretson, seconded by Burns.

Atkins-yes, Burns-yes, Ingebretson-yes.

The Jonti-Craft Crosswalk sign is pending an agreement they will be responsible for the costs associated with the sign.

The following are the designations for 2020:

a. Acting Mayor

Rachel Ingebretson

b. Newspaper

Wabasso Standard

c. Official Depository

Wanda State Bank, Integrity Bank Plus and First Independent Bank- Lucan

d. City Attorney

Novak Law Office, Quarnstrom & Doering

e. Meeting Date and Time

2nd Monday of month at 6 pm

f. Mileage

\$.575 per mile

g. City Engineer

Case by Case

- h. Special Meetings \$25.00
- i. Per Diem \$ 75.00

Approved on a motion by Burns, seconded by Ingebretson.
Atkins-yes, Burns-yes, Ingebretson-yes.

The City office will be closed on Monday, January 20 for Martin Luther King Jr Day.

The City of Wabasso Office will b open the rest of the week, Tuesday through Friday January 21 through 24 from 8 am until noon.

The correspondence was reviewed.

Bills in the amount of \$283,124.46 were approved for payment on a motion by Ingebretson, seconded by Burns.
Atkins-yes, Burns-yes, Ingebretson-yes.

The meeting adjourned at 8:30 pm.

M.R.

PAVING & EXCAVATING, INC.

2020 North Spring Street

P.O. Box 787

New Ulm, MN 56073

Phone (507) 354-4171

Fax (507) 359-4156

PROPOSAL SUBMITTED TO
Roadhouse Bar & Grill

PHONE
(507) 342-2006

DATE
01/28/2020

STREET
713 Main Street

JOB NAME
Remove Existing Pavement and Replace with Blacktop

CITY, STATE, & ZIP CODE
Wabasso, MN 56293

LOCATION
In the Back of the Building

This Proposal Includes: 12,870 Square Feet of 4" Blacktop Pavement

☐ **Remove and Replace:**

- Remove approximately 4" of the existing pavements and replace them with 4" of hot mix asphalt.
- We will pave the asphalt in 2 lifts (2.5" of base and 1.5" of wear) applying tack oil between the lifts.

Remove and Replace Price: \$53,400.00

☐ **Shape and Blacktop Only:** (Removal by Others)

- Shape the existing gravel surface and pave it with 4" of hot mix asphalt.
- We will pave the asphalt in 2 lifts (2.5" of base and 1.5" of wear) applying tack oil between the lifts.

Shape and Pave Price: \$45,900.00

Notes:

- Any soil corrections due to poor soils below the existing pavements would be extra.
- Any landscaping, black dirt, sod or seeding of disturbed areas would be extra.

These prices are subject to change if not accepted within 60 days

Acceptance of Proposal: Place an X in the yellow box next to the option you would like completed.

Sign this proposal, return it to our office and make a copy for your records.

Customers Signature: _____ Date: _____

**Respectfully Submitted,
M.R. Paving & Excavating, Inc.**

Brian D. Rahe

**Brian D. Rahe
Sales Manager**

Briana Mumme
Economic Development Coordinator



Redwood County Government Center
403 S. Mill Street | PO Box 130 | Redwood Falls, MN 56283
Office: (507) 637-1122 | Cell: (507) 637-7077 | Fax: (507) 637-4017
Email: Briana_m@co.redwood.mn.us

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From: Briana Mumme

Sent: Monday, February 3, 2020 9:27 AM

To: City of Belview; City of Clements; City of Delhi; City of Lamberton; City of Lucan; City of Milroy; City of Morgan; City of Revere; City of Sanborn; City of Seaforth; City of Vesta; City of Wabasso; City of Walnut Grove; City of Wanda; Township Brookville; Township Charlestown; Township Delhi; Township Gales; Township Granite Rock; Township Honner; Township Johnsonville; Township Kintire; Township Morgan; Township New Avon; Township North Hero; Township Paxton; Township Redwood Falls; Township Sheridan; Township Sherman; Township Springdale; Township Sundown; Township Swedes Forest; Township Three Lakes; Township Underwood; Township Vail; Township Vesta; Township Waterbury; Township Westline; Township Willow Lake; County Commissioners; Ashley Penske (aknott_08@hotmail.com); Jeff Wall (Wallj73@yahoo.com); Bob Van Hee; Dan Rohman; Ed Cohrs (ecohrs@nutelecom.net); Heather Koffler; Jacob Jenniges; Jen Goblish; Jim Salfer; Sarah Kuglin (sarah@rvtechsolutions.com); Stacey Heiling (stacey.heiling@carrishealth.com)

Subject: FW: Community Resilience Roundtable Event

Greetings City and Township Clerks, County Commissioners and EDA Board Members,

You are receiving this email as someone who may have an interest in attending a Community Resilience Roundtable event. Please feel free to share this information with your council members, staff, township board members, EDA boards and any others who may have interest. Note the event is free, however registration is required.

Please join county, city, school, and township colleagues for wide-ranging information and discussion sessions to explore trends affecting communities. The Center for Rural Policy and Development and the University of Minnesota-Extension will share insights related to aging, technology, immigration, economic volatility, workforce challenges, housing, etc. During these sessions, there will be opportunities for local government leaders to address ways of working together during these changing times to emerge resilient and ready for "what's next." All are welcome to attend.



The Center for Rural Policy and Development is a non-partisan, not-for-profit policy research organization dedicated to benefiting Minnesota by providing its policy makers with unbiased information and evaluation of issues from a rural perspective.

Redwood County Assessor
403 South Mill Street
P.O Box 130
Redwood Falls, MN 56283
Phone: (507) 637-4008 Fax: (507) 637-4009
redwoodcounty-mn.us



NOTICE OF MEETING OF BOARD OF APPEAL AND EQUALIZATION

TO THE CLERK OF THE CITY OF WABASSO
REDWOOD COUNTY, MINNESOTA:

NOTICE IS HEREBY GIVEN, THAT THE 21 ST DAY OF APRIL AT 6:30 PM HAS BEEN
FIXED AS THE DATE FOR THE MEETING OF THE BOARD OF APPEAL AND EQUALIZATION IN
YOUR CITY FOR SAID YEAR. THIS MEETING WILL BE HELD AT
WABASSO COMMUNITY CENTER

PURSUANT TO THE PROVISIONS OF MINNESOTA STATUTES SECTION 274.03, YOU ARE
REQUIRED TO GIVE NOTICE OF SAID MEETING BY PUBLICATION AND POSTING, NOT LATER
THAN TEN DAYS PRIOR TO THE DATE OF SAID MEETING.

GIVEN UNDER MY HAND THIS 30 TH DAY OF JANUARY , 2020

COUNTY ASSESSOR
REDWOOD COUNTY, MINNESOTA

Job Class Data Entry Verification List

Case: 2020 DATA

Wabasso

LGID: 1374

Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Library Director	1	0	M	195	3341.80	3341.80	0.00	1.00	
2	Maintenance Supervisor	1	0	M	213	4501.45	4501.45		37.00	
3	Water/Wastewater Supervisor	1	0	M	218	4459.78	4459.78		10.00	
4	City Clerk	0	1	F	228	4459.78	4459.78		17.00	

Job Number Count: 4

Compliance Report

Jurisdiction: Wabasso
P.O. Box 60

1429 Front Street
Wabasso, MN 56293-0060

Report Year: 2020
Case: 1 - 2020 DATA (Private (Jur
Only))

Contact: Mary Smith

Phone: (507) 342-5519

E-Mail: cwab@redred.com

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	3	1	0	4
# Employees	3	1	0	4
Avg. Max Monthly Pay per employee	4101.01	4459.78		4190.70

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 0 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	3	1
b. # Below Predicted Pay	0	0
c. TOTAL	3	1
d. % Below Predicted Pay (b divided by c = d)	0.00	0.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 2	Value of T = 0.000
-----------------------------	--------------------

a. Avg. diff. in pay from predicted pay for male jobs = 0

b. Avg. diff. in pay from predicted pay for female jobs = 0

III. SALARY RANGE TEST = 0.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 0.00

B. Avg. # of years to max salary for female jobs = 0.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

Pay Equity Implementation Report

Part A: Jurisdiction Identification

Jurisdiction: Wabasso
P.O. Box 60
1429 Front Street
Wabasso, MN 56293-0060

Jurisdiction Type: City

Contact: Mary Smith

Phone: (507) 342-5519

E-Mail: cwab@redred.com

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was: State Job Match

Description:

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:
There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:

Wabasso City Office

(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

(governing body)

(chief elected official)

(title)

Part C: Total Payroll

333418.0300

is the annual payroll for the calendar year just ended December 31.

- ☒ Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted:1/29/2020

From: Pay.Equity@state.mn.us

Sent: Friday, January 31, 2020 2:08 PM

To: cwab@redred.com

Subject: Confirmation of New Submission From Pay Equity System

The following case has been submitted for approval:

Jurisdiction ID: 1374

Jurisdiction Name: Wabasso

Report Year: 2020

Case: 1

Thank you for submitting the Pay Equity Report for your jurisdiction. We acknowledge receipt of the report and advise it will be used in determining compliance. A copy of your report may be obtained by logging into the Minnesota Pay Equity Management Systems and selecting Go To - Reports.

Should you discover errors in the data, please notify the pay equity coordinator within 14 days at Pay.Equity@state.mn.us.

From: David Palm

Sent: Tuesday, January 21, 2020 3:28 PM

To: Mary Smith - City of Wabasso (cwab@redred.com)

Cc: Paul Plaetz - Wabasso (Aplaetz@hotmail.com); John Graupman; Jason Zinter; Teresa Burgess; Nancy Thorkelson; Jason Neville

Subject: FW: Wabasso Sanitary Sewer System Improvements - PFA Submittal Dates, Notice of Mtg, Resolution Accepting Facilities Plan

Hi Mary:

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One requirement of the MPCA is that the City conduct a **Public Hearing / Information Meeting** to review and explain the project to the public. This Public Hearing needs to be completed prior to the MPCA approving the Facility Plan. I recommend we hold this public hearing sometime in late February. **Will February 26, 2020 @ 6:00 PM work?** This way, comments / concerns heard at the meeting can be incorporated into the Facilities Plan (PER). Also, a resolution approving the Facility Plan should be approved by the City Council prior to submitting the Plan. We would then submit the PPL Application, Letter, and Facilities Plan (PER) the next week prior to the March 6, 2020 deadline.

Please review this information. We can also review this information with the City Council on Feb. 10th to get their input and approval for the hearing date / time.

Give me a call to discuss.

Thank you.

David

David A. Palm, P.E.

Bolton & Menk, Inc.

P: (507) 794.5541 ext. 5

M: (507) 317.4925

email: <mailto:david.palm@bolton-menk.com>

Real People. Real Solutions.

TO WHOM IT MAY CONCERN:

Notice is hereby given that the city council of Wabasso will meet in the council chambers located at 1429 Front Street, Wabasso, MN at 6:00 p.m. on Wednesday, February 26, 2020 to consider potential improvements to the municipal wastewater collection and treatment system. Improvements options that are being considered include reconstruction of sanitary sewer mains and service pipes and the construction of a new wastewater treatment facility. The wastewater treatment system may be either a mechanical type treatment plant or a wastewater stabilization treatment ponds system. Such persons as desire to be heard with reference to the proposed improvements will be heard at this meeting.


City Clerk

Published in Wabasso Standard on 2-12-2020.

RESOLUTION NO. _____

CITY OF WABASSO, MN

RESOLUTION RECEIVING AND ACCEPTING THE FACILITY PLAN

WHEREAS, a Facility Plan meeting the requirements of MN Administrative Rules 7077.0272 FACILITIES PLAN FOR WASTEWATER TREATMENT SYSTEMS has been prepared by Bolton & Menk, Inc, and

WHEREAS, the improvements considered in the Facility Plan include:

1. Reconstruction & / or Rehabilitation of a major portion of the wastewater collection system piping for mains and services
2. Construction of either a new mechanical type wastewater treatment plant or a new stabilization treatment ponds type wastewater treatment system

WHEREAS, this report was received by the Council on February 26, 2020, and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WABASSO, MINNESOTA:

The council accepts the report and directs its submittal to the to the MN Pollution Control Agency.

I CERTIFY THAT the above resolution was adopted by the Wabasso City Council on February 26, 2020.

SIGNED: _____	WITNESSED: _____
Name: <u>Carol Atkins</u>	Name: <u>Mary Smith</u>
Title: <u>Mayor</u>	Title: <u>City Clerk</u>

City of Wauasso
City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
Claim Nbr 1376 ARVIG COMMUNICATION SYSTE Claim Nbr 1376	AMBULANCE	42153	Ambulance	321	Telephone	\$85.40 \$85.40	1376
Claim Nbr 1377 BOUND TREE MEDICAL Claim Nbr 1377	AMBULANCE	42153	Ambulance	217	Other Operating Supplies	\$269.82 \$269.82	1377
Claim Nbr 1378 JENNIGES GAS & DIESEL INC Claim Nbr 1378	AMBULANCE	42153	Ambulance	404	Repairs/Maint Machinery//	\$303.92 \$303.92	1378
Claim Nbr 1379 LMCTT BERKLEY RISK SERVICES Claim Nbr 1379	AMBULANCE	42153	Ambulance	361	General Liability Ins	\$3,871.00 \$3,871.00	1379
Claim Nbr 1380 RIDGEWATER COLLEGE Claim Nbr 1380	AMBULANCE	42153	Ambulance	208	Training and Instruction	\$920.00 \$920.00	1380
Claim Nbr 1381 MATHESON TRI-GAS INC Claim Nbr 1381	AMBULANCE	42153	Ambulance	217	Other Operating Supplies	\$139.64 \$139.64	1381
Claim Nbr 1382 CITY OF WABASSO Claim Nbr 1382	AMBULANCE	42153	Ambulance	311	Refunds	\$253.82 \$253.82	1382
Claim Nbr 1383 VERIZON WIRELESS Claim Nbr 1383	AMBULANCE	42153	Ambulance	321	Telephone	\$60.46 \$60.46	1383
Claim Nbr 3776 LMCTT BERKLEY RISK SERVICES Claim Nbr 3776	FIRE	42200	Fire	361	General Liability Ins	\$2,028.00 \$2,028.00	3776
Claim Nbr 3777 WABASSO STANDARD Claim Nbr 3777	FIRE	42200	Fire	352	General Notices and Pub	\$39.00 \$39.00	3777
Claim Nbr 52922							

City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
ARVIG COMMUNICATION SYSTE	GENERAL FUND	41400	City Clerk	321	Telephone	\$40.30	52922
ARVIG COMMUNICATION SYSTE	GENERAL FUND	41400	City Clerk	321	Telephone	\$99.87	52922
ARVIG COMMUNICATION SYSTE	SEWER FUND	49450	Sewer (GENERAL)	321	Telephone	\$40.88	52922
ARVIG COMMUNICATION SYSTE	WATER FUND	49400	Water Utilities (GE	321	Telephone	\$45.74	52922
ARVIG COMMUNICATION SYSTE	SEWER FUND	49450	Sewer (GENERAL)	321	Telephone	\$88.54	52922
Claim Nbr 52922						\$315.33	
Claim Nbr 52923							
FASTENAL	GENERAL FUND	43110	Street Depart-Sho	215	Shop Supplies	\$29.04	52923
Claim Nbr 52923						\$29.04	
Claim Nbr 52924							
JENNIGES GAS & DIESEL INC	GENERAL FUND	43100	Hwys, Streets, & R	404	Repairs/Maint Machinery/	\$265.41	52924
Claim Nbr 52924						\$265.41	
Claim Nbr 52925							
LMCIT BERKLEY RISK SERVICES	GENERAL FUND	41000	General Governme	361	General Liability Ins	\$11,455.00	52925
LMCIT BERKLEY RISK SERVICES	GENERAL FUND	41940	Community Center	361	General Liability Ins	\$2,161.00	52925
LMCIT BERKLEY RISK SERVICES	GENERAL FUND	45170	Athletic Field	361	General Liability Ins	\$2,673.00	52925
LMCIT BERKLEY RISK SERVICES	GENERAL FUND	45180	Baseball Field	361	General Liability Ins	\$2,656.00	52925
Claim Nbr 52925						\$18,945.00	
Claim Nbr 52926							
MIKE REMIGER	GENERAL FUND	43100	Hwys, Streets, & R	321	Telephone	\$25.00	52926
MIKE REMIGER	GENERAL FUND	43100	Hwys, Streets, & R	331	Travel Expenses	\$34.50	52926
Claim Nbr 52926						\$59.50	
Claim Nbr 52927							
MVTL LABORATORIES	SEWER FUND	49450	Sewer (GENERAL)	387	Testing	\$89.24	52927
MVTL LABORATORIES	SEWER FUND	49450	Sewer (GENERAL)	387	Testing	\$89.24	52927
Claim Nbr 52927						\$178.48	
Claim Nbr 52928							
NEOFUNDS BY NEOPOST	GENERAL FUND	41400	City Clerk	322	Postage	\$333.28	52928
Claim Nbr 52928						\$333.28	
Claim Nbr 52929							
NORTHERN BUSINESS PRODUCT	GENERAL FUND	41400	City Clerk	209	Other Office Supplies	\$58.98	52929
Claim Nbr 52929						\$58.98	
Claim Nbr 52930							

City of Wabasso
City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
ONE OFFICE SOLUTION Claim Nbr 52930	GENERAL FUND	41400	City Clerk	203	Printed Forms	\$412.47 \$412.47	52930
PAUL PLAETZ PAUL PLAETZ Claim Nbr 52931	WATER FUND SEWER FUND	49400 49450	Water Utilities (GE Sewer (GENERAL)	321 321	Telephone Telephone	\$12.50 \$12.50 \$25.00	52931 52931
Claim Nbr 52932							
RITEWAY RITEWAY Claim Nbr 52932	WATER FUND SEWER FUND	49400 49450	Water Utilities (GE Sewer (GENERAL)	209 209	Other Office Supplies Other Office Supplies	\$121.46 \$121.46 \$242.92	52932 52932
Claim Nbr 52933							
TEAM LABORATORY CHEMICAL Claim Nbr 52933	SEWER FUND	49450	Sewer (GENERAL)	216	Chemicals and Chem Pro	\$915.00 \$915.00	52933
Claim Nbr 52934							
WABASSO DIESEL SERVICE Claim Nbr 52934	SEWER FUND	49450	Sewer (GENERAL)	387	Testing	\$11.81 \$11.81	52934
Claim Nbr 52935							
WABASSO STANDARD Claim Nbr 52935	GENERAL FUND	41420	Recording and Rep	351	Legal Notices Publishing	\$677.25 \$677.25	52935
Claim Nbr 52936							
WHITE RABBIT TECHNICAL SERV Claim Nbr 52936	GENERAL FUND	49000	Miscellaneous (GE	430	Miscellaneous (GENERAL)	\$119.70 \$119.70	52936
Claim Nbr 52937							
HEATHER MATHIOWETZ Claim Nbr 52937	GENERAL FUND	41940	Community Center	311	Refunds	\$100.00 \$100.00	52937
Claim Nbr 52938							
LMCTT BERKLEY RISK SERVICES Claim Nbr 52938	GENERAL FUND	41000	General Governme	151	Worker s Comp Insuranc	\$15,149.00 \$15,149.00	52938
Claim Nbr 52939							
SALFER WELDING & MFG Claim Nbr 52939	GENERAL FUND	43100	Hwys, Streets, & R	101	Full-Time Employees Reg	\$519.38 \$519.38	52939

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
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\$46,328.61

City of Wabasso

From: Hager, John (DOT) <john.hager@state.mn.us>
Sent: Monday, November 18, 2019 1:31 PM
To: John VanLoy
Subject: LED pedestrian crossing sign

John,

At your request and on behalf of Jonti Craft, Inc. I have considered the request for a flashing light at the existing pedestrian crossing of Hwy 68 in Wabasso. Concern for safety at this intersection grew after two pedestrians were hit in the crosswalk on 10/1/19.

The process is the City would need to send a resolution to the MnDOT District 8 Traffic Engineer requesting the installation of a pedestrian activated LED warning sign. The resolution would state the City understands they are responsible for all costs to include the initial purchase, installation and any maintenance. A construction plan showing the installation would meet ADA requirements is required and would need to be signed by a licensed engineer.



Prior to installation an Agreement between MnDOT and the City would need to be signed and a construction permit issued by the District. Once a resolution is received I can assist with these later requirements.

If you have any questions you can call me at (320) 214-6397.

John Hager
MnDOT District 8 Traffic Engineer
2505 Transportation Road
Willmar MN 56201

City of Wabasso

From: John VanLoy <jvanloy@jonti-craft.com>
Sent: Tuesday, November 19, 2019 11:37 AM
To: cwab@redred.com (cwab@redred.com)
Subject: Cross Walk Resolution
Attachments: LED pedestrian crossing sign (13.2 KB); Resolution.docx

Hi Mary,

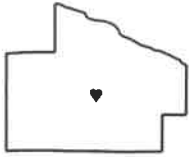
Jonti-Craft is in the process of getting permission to install an LED Pedestrian Crossing Sign, in the cross walk across highway 68. I have attached the e-mail from John Hager from the DOT, what the sign will look like and a resolution that needs to be approved by the city and mailed to MN Dot. If the city council would like me to attend the next meeting, and answer any questions, Please let me know.

The last time we did anything like this, Jonti-Craft was responsible for all costs, including installation and Maintenance. Again, if you or any of the council members have any questions, Please don't hesitate to e-mail me or let me know.

Regards

John VanLoy
Safety Director
Jonti-Craft Inc.

U



*In The
Heart of
Redwood
County*

City of Wabasso

1429 Front Street
P O Box 60
Wabasso MN 56293
E-mail: cwab@redred.com

Phone: 507-342-5519
Fax: 507-342-2213
Minnesota Relay 711 or
1-800-627-3529

February 5, 2020

Mary Smith
768 Main Street
Wabasso MN 56293

RE: Rental of Wabasso Community Center

Enclosed are two copies of our Rental Contract, a copy of the Responsibilities of Renters and Users of Wabasso Community Center and also the bill for rent of the community center. *Please pay close attention to the Responsibilities of Renters and Users of the Wabasso Community Center as this tells what is to be done after the event.*

Please sign the rental contract and return one copy along with your payment to the City of Wabasso in order to confirm your date. You may keep one copy of the community center contract for your files.

Sincerely,

Mary K Smith
City Clerk

CITY OF WABASSO COMMUNITY CENTER

RENTAL CONTRACT

THIS AGREEMENT is made this 5th day of February, 2020 between the City of Wabasso, Redwood County, Minnesota, hereinafter referred to as the City, as owner of the Wabasso Community Center and the persons or entities whose names and signatures appear at the bottom of this document, hereinafter referred to as Renters.

In consideration of receipt of the rental fee of \$ 65.00 rental and refundable \$ 100.00 damage deposit the City hereby agrees to rent said room B & K at the Community Center for the sole use of said Renters on the 9th of April, 2020. Said Renters expressly agree to:

- 1. abide by the terms and conditions of said rental contract in addition to those stipulated in the memorandum hereto attached;**
- 2. abide by all federal, state and local laws regarding the consumption, display, sale and use of alcoholic beverages;**
- 3. unlock and leave open all exit doors and access to said doorways during the duration of the event covered by the rental agreement;**
- 4. not tape, staple or attach in any way to walls unless to the cork board strips; and then only with pins, push pins or thumbtacks. No nails, screws, staples or other objects. Approved magnets and hooks may be used to hang items from the metal strips between the ceiling tiles.**
- 5. Remit to the City any additional funds necessary to replace or repair any and all damage done to the buildings or equipment by the Renter, guests or others present at the Community Center during the duration of the event covered by the rental agreement;**
- 6. Indemnify and hold harmless the City for any and all occurrences resulting from or relating to the use of said Community Center, whether occurring on the premise or off-premise, including but not limited to alcohol related incidents, accidental falls, fights, etc.**
- 7. Waive objection to any irregularity with regard to the said rental agreement together with all rights to appeal in the courts.**
- 8. The community center will not be available before 9 am when an event has been held the previous day.**

IN TESTIMONY WHEREOF, the renters hereunto set their hands the day and year first above written and, if representing an organization or similar entity, further certify they are a duly authorized agent of said entity and authorized to sign on behalf of said entity.

Sign _____ Phone _____ E-Mail _____

Sign _____ Phone _____ E-Mail _____

Renter wishes for the Wabasso Lions Bar to be open for this event:

☐ Yes (complete page 2) ☐ No (checking this box means the bar will not be accessible at all for this event)

Wabasso Community Center
Lions Bar for Special Events

The following is what the Wabasso Lions can provide for you

- 1.) For the Happy Hour the Lions will 1) provide supervision for bartenders provided by you or 2) provide bartenders for you at a fee of \$75.00.
- 2.) All pop, ice, cups, stir sticks, and napkins for your set-up drinks at Happy Hour are provided for a cost of .50 cents (regularly \$1.00).
- 3.) Cans of pop will be available at Happy Hour for a cost of .50 cents (regularly \$1.00).
- 4.) Two 16 Gallon Kegs are available for a cost of \$175.00 each including cups and ice. Kegs are always chilled or iced down and ready to go when your Happy Hour begins. Cans of beer can also be provided at the Happy Hour for a cost of \$1.75 (regularly \$3.00). Lions only serve 3.2% beer.
- 5.) If you plan to have champagne for your event, please drop it off early and the bottles will be chilled for you. Please note that the Lions do not pour champagne; that will be the responsibility of the renter.
- 6.) After Happy Hour, the Lions will run a Cash Bar until ½ hour before the dance is over. If the Happy Hour is after Dinner, upon request, the lions will operate the Cash Bar when the guests arrive until Dinner begins.
- 7.) In the event that you have an unused keg after Happy Hour is over, would you like to serve the unused keg to your guests? This would come at a cost of \$250.00.

You may do the Happy Hour on your own regarding the beer, pop, ice, cups, etc. If this is done, the following applies:

You will not have the use of the bar area behind the curtain.

- Happy Hour must be completed ½ hour before the Dance is to begin.
- Liquor and beer used for Happy Hour must be removed from the Community Center as soon as Happy Hour is complete.

8.) If the Lions are serving Happy Hour, the renter must remove all liquor from behind the Lions bar once happy hour is complete. If the renter does not remove liquor the Lions will place the provided liquor in a locked room until the renter comes to pick it up.

The advantage of having the Wabasso Lions help with your Happy Hour is that we do most of the work. You don't have to haul kegs, cans of beer and pop for set ups, etc.; we have it all there for you. WE do ask that Happy Hour be no longer than 1.5 hours

****This is your special occasion, let the Lions take the worries out of your Happy Hour.****

****Beer prices are subject to change without notice.****

If you would like to take advantage of the Lions services, the Wabasso Lions Bar contract must be completed and returned with the City of Wabasso Community Center Rental Agreement.

Questions or comments can be answered at 507-829-8029 or 507-342-5414. Thanks!

Jim Salfer - Bar Manager
Wabasso Lions Club
O. Box 183
Wabasso, MN 56293

RESPONSIBILITIES OF RENTERS AND USERS
OF WABASSO COMMUNITY CENTER

The maintenance of the facilities is everyone's concern, and the following rules listed below, will be adhered to:

1. *User is responsible for setting up for large activities. If you wish to hire the setting up done, there is a charge of \$35.00 per 100 guests up to \$100.00.*
2. *User will not tape, staple or attach in any way to walls unless to the cork board strips. Only pins, pushpins or thumbtacks may be used. No nails, screws, staples or other objects are allowed. Approved magnets and hooks may be used to suspend items from the ceiling with prior approval. The City Council reserves the right to reject any decorations that may be in violation of the State Fire Code. Highly flammable materials such as straw will not be allowed.*
3. *User is responsible for stacking chairs, putting tables away, sweeping the floor and taking out the garbage. In areas (rooms) where tables and chairs are set up when you enter, return the tables to that area and stack the chairs and place in that area. Tables and chairs taken from the storage room are to be returned to the storage room.*
4. *Floors are to be left in the manner in which you found them. They should be swept and mopped if necessary after use.*
5. *User is responsible for disposing of all their garbage. There is a dumpster outside the building and garbage bags in the cleaning closet.*
6. *User is responsible for any lost or broken items.*
7. *Youth activities must be chaperoned by adults.*
8. *Evening activities must break up by 1:00 a.m.*
9. *Be sure lights and fans are shut off and doors closed.*
10. *The person using the facility will be responsible for the above rules. If they don't adhere to them, they will be charged a fee as follows: 3 small rooms @ \$30.00 each; large room at \$40.00 or if using all rooms a total of \$150.00. You also have the option of hiring the cleaning done for \$150.00.*
11. *When using the kitchen, wash the dishes and return them to the proper cupboards. Wipe down counter and clean up spills in the oven, on the stove top or in the refrigerator and clean out coffee maker if it has been used.*

Community Center Cleanup Checklist

1. Tables and chairs- those removed from the storeroom should be returned to the storeroom. Any tables that are in place when you enter the facility should be returned to the area they were in. The chairs in these areas (meeting room, bar & meal site) should be stacked in the area they were in. Other chairs removed from storeroom should be stacked and returned to storeroom. Highchairs, risers and garbage cans need to be returned to their locations in the storage room.
2. Take out all garbage
3. Wipe down counters in kitchen(s) as needed
4. Clean out coffee maker –wash filter baskets, run clear water through
5. Stoves: Wipe off and wipe out oven if needed
6. Rinse & wipe out sinks and wipe down drain boards as needed
7. Check Refrigerator-remove all unused items from event
10. Sweep Floor if Needed
11. Mop up any large spills on floors
12. Remove all items (decorations, tablecloths, etc) that belong to you after event
13. Wash any dishes that you may use and return to cupboards

Please help us to keep our community center clean. Thank you.

Wabasso Community Center Policy

1. Magnets may be used to suspend items from the metal strips between the ceiling tiles with prior approval. Pins, push pins and thumbtacks are the only items to be used to hang anything on the cork board strip in the community center. No nails, screws, staples or other objects are allowed.
2. All rental fees shall include a \$100.00 damage deposit. The deposit will be returned if there are no problems found upon final cleanup and inspection by city employees. Any damage found will be deducted from the damage deposit. In the event the repair will cost more than the deposit, the renting party shall be billed.
3. All repairs to the facility will be the responsibility of the City. No work is to be done to the facility by unauthorized personnel.
4. When holding a wedding, the day before the event shall be reserved for setting up and decorating with no additional charge. If additional time is needed prior to the day before the event, you will be charged one half regular rental fees.
5. All decorations used must be removed immediately after the event.
6. Out of town not-for-profit organizations renting the facilities for a fundraising event will be charged half the regular rate with council approval.

City of Wabasso

1429 Front Street PO Box 60
Wabasso, MN 56293

Invoice No.

INVOICE

Customer

Name Mary Smith
Address 768 Main St
Wabasso MN 56293

Date 2/5/2020
Order No. _____
Rep _____
FOB _____

Qty	Description	Unit Price	TOTAL
1	rent of Community Center rooms B & k April 9, 2020	\$65.00	\$65.00
1	Damage deposit	\$100.00	\$100.00
SubTotal			\$165.00
TOTAL			\$165.00

Payment Details



Office Use Only

Insert Farewell Statement Here

City of Wabasso

02/03/20 2:27 PM

Page 1

Checks for Month

January 2020

10100 General Begin Mth \$1,118,755.21

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	010320REC	1/3/2020	\$210.00	010320REC	Cleanup fee, cemetery lot	\$1,118,965.21
Deposit	1-3-20R	1/3/2020	\$60.00	1-6-20R		\$1,119,025.21
Deposit	1-2-18U	1/9/2020	\$750.28	1-2-18U	UB	\$1,119,775.49
Deposit	1-8-20U	1/10/2020	\$1,083.43	1-8-20U	UB	\$1,120,858.92
Deposit	1-9-20U	1/10/2020	\$740.00	1-9-20U	UB	\$1,121,598.92
Deposit	1-10-20U	1/10/2020	\$801.74	1-10-20U	UB	\$1,122,400.66
Deposit	1-7-20U	1/10/2020	\$896.20	1-7-20U	UB	\$1,123,296.86
Deposit	011020REC	1/10/2020	\$205.00	011020REC	Com. center rent, School snow	\$1,123,501.86
Deposit	1-3-20U	1/10/2020	\$310.83	1-3-20U	UB	\$1,123,812.69
Deposit	1-6-20U	1/10/2020	\$1,462.96	1-6-20U	UB	\$1,125,275.65
Deposit	1-13-20U	1/13/2020	\$1,501.02	1-13-20U	UB	\$1,126,776.67
052892	NORTHLAND SECURITIES	1/14/2020	-\$4,093.75	1-13-20P		\$1,122,682.92
052888	NORTHLAND SECURITIES	1/14/2020	-\$495.00	1-13-20P		\$1,122,187.92
052889	NORTHLAND SECURITIES	1/14/2020	-\$5,265.00	1-13-20P		\$1,116,922.92
052887	NORTHLAND SECURITIES	1/14/2020	-\$435.00	1-13-20SP	continuing disclosure report	\$1,116,487.92
052891	NORTHLAND SECURITIES	1/14/2020	-\$495.00	1-13-20P		\$1,115,992.92
052893	NORTHLAND SECURITIES	1/14/2020	-\$40,000.00	1-13-20P		\$1,075,992.92
052894	NORTHLAND SECURITIES	1/14/2020	-\$2,092.50	1-13-20P		\$1,073,900.42
052895	NORTHLAND SECURITIES	1/14/2020	-\$36,000.00	1-13-20P		\$1,037,900.42
052896	PAUL PLAETZ	1/14/2020	-\$25.00	1-13-20P		\$1,037,875.42
052897	RUNNING SUPPLY INC	1/14/2020	-\$124.81	1-13-20P		\$1,037,750.61
052890	NORTHLAND SECURITIES	1/14/2020	-\$40,000.00	1-13-20P		\$997,750.61
052879	INTEGRITY BANK PLUS	1/14/2020	-\$78,380.00	1-13-20P		\$919,370.61
052871	ARVIG COMMUNICATION	1/14/2020	-\$293.21	1-13-20P		\$919,077.40
052872	BAUNE PLUMBING & HEATING	1/14/2020	-\$152.90	1-13-20SP	locate sewer line	\$918,924.50
052873	BAUNE PLUMBING & HEATING	1/14/2020	-\$2.68	1-13-20P		\$918,921.82
052874	BAUNE PLUMBING & HEATING	1/14/2020	-\$53.43	1-13-20P		\$918,868.39
052875	BRUGMAN FENCING	1/14/2020	-\$8,250.00	1-13-20P	softball field	\$910,618.39
052876	DVS RENEWAL	1/14/2020	-\$77.00	1-13-20P		\$910,541.39
052885	NEOFUNDS BY NEOPOST	1/14/2020	-\$313.30	1-13-20P		\$910,228.09
052878	FIRST INDEPENDENT BANK	1/14/2020	-\$30,012.50	1-13-20P		\$880,215.59
052886	NORTHERN BUSINESS	1/14/2020	-\$58.97	1-13-20P		\$880,156.62
052880	MATHESON TRI-GAS INC	1/14/2020	-\$131.83	1-13-20SP		\$880,024.79
052881	MEADOWLAND FARMERS CO-OP	1/14/2020	-\$43.31	1-13-20P		\$879,981.48
052882	MIKE REMIGER	1/14/2020	-\$25.00	1-13-20P		\$879,956.48
052883	MUSCO FINANCE, LLC	1/14/2020	-\$7,589.27	1-13-20P		\$872,367.21
052900	SOUTHWEST SANITATION, INC	1/14/2020	-\$2,369.50	1-13-20P		\$869,997.71
052884	MVTL LABORATORIES	1/14/2020	-\$351.98	1-13-20P		\$869,645.73
052877	FALLS AUTOMOTIVE	1/14/2020	-\$29.98	1-13-20P		\$869,615.75
Deposit	011420REC	1/14/2020	\$912.37	011420REC	Franchise fee	\$870,528.12
052898	SALFER WELDING & MFG	1/14/2020	-\$90.00	1-13-20P		\$870,438.12
052901	USA BLUEBOOK	1/14/2020	-\$328.13	1-13-20P		\$870,109.99
052902	VISA	1/14/2020	-\$789.17	1-13-20P		\$869,320.82
052903	WABASSO AMBULANCE	1/14/2020	-\$92.00	1-13-20P		\$869,228.82
052904	WABASSO DIESEL SERVICE	1/14/2020	-\$22.24	1-13-20P		\$869,206.58
052912	WABASSO EDA	1/14/2020	-\$2,217.13	1-13-20P	dividend	\$866,989.45
052913	WABASSO FIRE DEPARTMENT	1/14/2020	-\$77.00	1-13-20P		\$866,912.45
052914	WABASSO PUBLIC LIBRARY	1/14/2020	-\$76.00	1-13-20P	dividend	\$866,836.45
052899	SHERIFF OF REDWOOD	1/14/2020	-\$5,160.00	1-13-20P		\$861,676.45
Deposit	011520REC	1/15/2020	\$165.00	011520REC	com center rent, deposit	\$861,841.45
052917	MN RURAL WATER	1/15/2020	-\$250.00	1-13-20SP2		\$861,591.45
052916	GOPHER STATE ONE CALL	1/15/2020	-\$1.35	1-13-20SP2		\$861,590.10
052910	Rothmeier, Julie	1/15/2020	-\$147.96	PAY20200101.00		\$861,442.14
052908	Plaetz, Paul	1/15/2020	-\$1,520.30	PAY20200101.00		\$859,921.84
052911	Smith, Mary K	1/15/2020	-\$1,342.43	PAY20200101.00		\$858,579.41
052909	Remiger, Mike	1/15/2020	-\$2,126.59	PAY20200101.00		\$856,452.82
052915	Lanoue, Becky J.	1/15/2020	-\$196.07	PAY20200101.01		\$856,256.75
Deposit	1-14-20U	1/16/2020	\$1,700.38	1-14-20U	UB Receipt Surc 2	\$857,957.13
Deposit	1-15-20U	1/16/2020	\$813.24	1-15-20U	UB Receipt Surc 2	\$858,770.37

City of Wabasso

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Checks for Month

January 2020

1 Ambulance Checking Begin Mth \$27,842.69

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	011020REC	1/10/2020	\$50.00	011020REC		\$27,892.69
001373	VISA	1/14/2020	-\$37.97	1-13-20P		\$27,854.72
001366	EXPERT T BILLING	1/14/2020	-\$510.00	1-13-20SP		\$27,344.72
001367	FALLS AUTOMOTIVE	1/14/2020	-\$350.46	1-13-20P		\$26,994.26
001368	JENNIGES GAS & DIESEL IN	1/14/2020	-\$218.64	1-13-20P	Acct #8657	\$26,775.62
001369	MEADOWLAND FARMERS C	1/14/2020	-\$218.64	1-13-20P		\$26,556.98
001370	NORTH MEMORIAL AMBULA	1/14/2020	-\$900.00	1-13-20P		\$25,656.98
001365	ARVIG COMMUNICATION SY	1/14/2020	-\$81.79	1-13-20P		\$25,575.19
001372	VERIZON WIRELESS	1/14/2020	-\$60.66	1-13-20P		\$25,514.53
001371	TOTAL GLASS, INC	1/14/2020	-\$397.54	1-13-20P		\$25,116.99
Deposit	011620REC	1/16/2020	\$92.00	011620REC	dividend	\$25,208.99
Deposit	011720REC	1/17/2020	\$1,405.10	011720REC		\$26,614.09
Deposit	012220REC	1/22/2020	\$200.00	012220REC		\$26,814.09
Deposit	JAN AMB ACH	1/24/2020	\$4,629.13	JAN AMB ACH		\$31,443.22
Deposit	012820REC	1/28/2020	\$4,933.03	012820REC		\$36,376.25
Deposit	013120REC	1/31/2020	\$1,865.87	013120REC		\$38,242.12
Deposits		\$13,175.13				
Checks		-\$2,775.70				
			\$10,399.43			

FILTER: [Cash Act]='10101' and [Period]=1 and [Act Year]='2020'

City of Wabasso

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Checks for Month

January 2020

10102 Fire Checking Begin Mth \$24,041.94

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
003775	MIDWEST TRAINING ASSOC	1/14/2020	-\$1,050.00	1-13-20P		\$22,991.94
Deposit	011620REC	1/16/2020	\$77.00	011620REC	dividend	\$23,068.94
	Deposits	\$77.00				
	Checks	-\$1,050.00				
			-\$973.00			

FILTER: [Cash Act]='10102' and [Period]=1 and [Act Year]='2020'

Jan-20

Mary K . Smith

DATE	IN	OUT	IN	OUT	COMPTIME		VACATION
					Earned	Used	
1/1/2020	Holiday						
1/2/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/3/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/6/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/7/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/8/2020	8:00 AM	noon	1:00 PM	2:15 PM			
	4:15 PM	6:00 PM					1.00
1/9/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/10/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/13/2020	8:00 AM	noon	1:00 PM	5:00 PM			
	5:50 PM	8:30 PM			2.50		
1/14/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/15/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/16/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/17/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/20/2020	Holiday						
1/21/2020						2.50	5.50
1/22/2020							8.00
1/23/2020							8.00
1/24/2020							8.00
1/27/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/28/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/29/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/30/2020	8:00 AM	noon	1:00 PM	5:00 PM			
1/31/2020	8:00 AM	noon	1:00 PM	5:00 PM			
					2.500	2.500	30.500

Vacation Carry over 56 Earned Co 2.500 Comp Remaining

Comp Carr 0 Vacation 160.000

Available time off 185.50

Anniversery date 12-11

City of Wabasso Building Rental Report

[illegible]

REDWOOD COUNTY SHERIFF'S OFFICE

Randy Hanson, Sheriff

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

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

Date: 02/07/2020
To: City of Wabasso
From: Sheriff – Randy Hanson
RE: Activity for January 2020

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

- Responded to Call – Citation – Expired Registration
- Responded to Call – Welfare check (2)
- Responded to Call – Citation - DWI
- Responded to Call - Theft – (2)
- Responded to Call – Terroristic Threats (2)
- Responded to Call - Suspicious Activity
- Responded to Call - Harassment
- Responded to Call - Vulnerable Adult (2)
- Responded to Call - Suspicious Vehicle (3)
- Responded to Call - Juvenile
- Responded to Call - Citation – Ordinance Violation (2)

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

City of Wauasso
City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
Claim Nbr 1385 MATHESON TRI-GAS INC Claim Nbr 1385	AMBULANCE	42153	Ambulance	217	Other Operating Supplies	\$102.38 \$102.38	1385
Claim Nbr 1386 MEADOWLAND FARMERS CO-OP Claim Nbr 1386	AMBULANCE	42153	Ambulance	212	Motor Fuels	\$218.65 \$218.65	1386
Claim Nbr 1387 VISA Claim Nbr 1387	AMBULANCE	42153	Ambulance	325	Fax Service	\$36.79 \$36.79	1387
Claim Nbr 52940 JONTI-CRAFT Claim Nbr 52940	TIF 1-3	47121	TIF Pay As You Go	612	Other Long-Term Oblig I	\$4,119.17 \$4,119.17	52940
Claim Nbr 52941 MATHESON TRI-GAS INC Claim Nbr 52941	GENERAL FUND	43110	Street Depart-Sho	217	Other Operating Supplies	\$30.91 \$30.91	52941
Claim Nbr 52942 MID-AMERICAN RESEARCH CHE Claim Nbr 52942	SEWER FUND	49450	Sewer (GENERAL)	216	Chemicals and Chem Pro	\$601.55 \$601.55	52942
Claim Nbr 52943 MEADOWLAND FARMERS CO-OP MEADOWLAND FARMERS CO-OP MEADOWLAND FARMERS CO-OP MEADOWLAND FARMERS CO-OP Claim Nbr 52943	GENERAL FUND SEWER FUND WATER FUND GENERAL FUND	43100 49450 49400 43100	Hwys, Streets, & R Sewer (GENERAL) Water Utilities (GE Hwys, Streets, & R	213 212 212 212	Lubricants and Additives Motor Fuels Motor Fuels Motor Fuels	\$20.41 \$24.40 \$24.39 \$85.00 \$154.20	52943 52943 52943 52943
Claim Nbr 52944 NOVAK LAW Claim Nbr 52944	GENERAL FUND	41610	City Attorney	304	Legal Fees	\$595.00 \$595.00	52944
Claim Nbr 52945 SHERIFF OF REDWOOD COUNTY Claim Nbr 52945	GENERAL FUND	42100	Police	306	Service Contract	\$3,300.00 \$3,300.00	52945
Claim Nbr 52946 SOUTHWEST SANITATION, INC	REFUSE (GARBAG	49500	Refuse/Garbage	384	Refuse/Garbage Disposal	\$2,369.50	52946

City of Wabasso

City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
Claim Nbr 52946						\$2,369.50	
Claim Nbr 52947							
VISA	GENERAL FUND	41400	City Clerk	209	Other Office Supplies	\$26.82	52947
VISA	GENERAL FUND	41400	City Clerk	209	Other Office Supplies	\$82.73	52947
Claim Nbr 52947						\$109.55	
						\$11,637.70	