

WORK SESSION – 6 P.M. RE: GENERAL FUND BUDGET

REGULAR WASECA CITY COUNCIL MEETING

TUESDAY, AUGUST 17, 2021 7 p.m.

AGENDA

- 1 CALL TO ORDER/ROLL CALL
- 2 MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE
- 3 APPROVAL OF AGENDA
- 4 PUBLIC COMMENT

Those wishing to speak must state their name and address for the record. Each person will have three (3) minutes to make his/her remarks. Speakers will address all comments to the City Council as a whole and not one individual councilmember. The Council may not take action on an item presented during the Public Comment period. When appropriate, the Council may refer inquiries and items brought up during the Public Comment period to the City Manager for follow up.

- 5 REQUESTS AND PRESENTATIONS
N/A
- 6 CONSENT AGENDA
 - A. Minutes –Regular City Council Meeting & Work Session, August 4
 - B. Payroll & Expenditures
 - C. Resolution 21-20: Approving On-Site Gambling
 - D. Resolution 21-41: Airport Grant Agreement
 - E. Resolution 21-42: Awarding 2021 Water Main Improvements Project
 - F. Approval of Temporary Liquor License – Sacret Heart Fall Festival
 - G. Approval of Federal Correctional Institute Agreement
 - H. Approval of Final Payment – S State St Water Main Phase 2 Project
- 7 ACTION AGENDA
 - A. RCCA: Marketplace
- 8 REPORTS
 - A. City Manager’s Report
 - B. Commission Reports
- EDA
- 9 ANNOUNCEMENTS
10. ADJOURNMENT

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
WEDNESDAY, AUGUST 4, 2021

6A

CALL TO ORDER/ROLL CALL

1. The regular Waseca City Council meeting was called to order by Mayor Roy Srp at 7:00 p.m.

Councilmembers Present: Mayor Roy Srp Jeremy Conrath
Daren Arndt Ted Conrath
Mark Christiansen

Councilmember Absent: John Mansfield
Allan Rose

Staff Present: Carl Sonnenberg, Utilities/Public Works Director
Ranae Schult, Administrative Assistant

Others Present: Scott Girtler, Waseca Police Officer
Julian Hast, Waseca County News

MOMENT OF SILENT PRAYER/PLEDGE OF ALLEGIANCE

2. A moment of silence was observed. The Pledge of Allegiance to the Flag was recited.

APPROVAL OF AGENDA

3. Motion was made by Arndt, seconded by Christiansen to approve the agenda as presented. Motion carried 5-0.

PUBLIC COMMENT

4. None

REQUESTS AND PRESENTATIONS

5. None

CONSENT AGENDA

6. It was moved by J. Conrath, seconded by Arndt to approve the Consent Agenda as presented. The motion carried 5-0 and included the following items:
- A. Minutes –Regular City Council Meeting & Work Session, July 20
 - B. Payroll & Expenditures
 - C. Approval of Contract Payments
 - D. Resolution 21-39: Accepting American Rescue Plan Act (ARPA) Funds

ACTION AGENDA

7. None

REPORTS

8 A. City Manager's Report

The City Manager was not in attendance.

B. Commission Reports

Fire Relief (Councilmember Jeremy Conrath)

- Good report on the County Fair. However, on the last day, one of the fryers broke and the will need to determine if it can be fixed, or needs to be replaced.
- The By-laws are very close to being completed and presented to Council.

Heritage Preservation (Councilmember Ted Conrath)

- Met with the Discover Waseca Tourism (DWT) board to discuss working together to promote/market the Downtown Virtual Walking Tour. There are currently six buildings ready to utilize a QR code to obtain historic information on the building, with the goal of having 18 buildings ready for a soft opening at the Waseca Marching Classic in September.

Park Board (Councilmember Mark Christiansen)

- Discussion was held regarding concerns of Clear Lake west shoreline.
- DNR grant was awarded.
- A couple of cabins in Maplewood Park need to have the asbestos removed and be demolished.
- Discussion was held on the Dog Park.
- A contractor has been hired to clean the Clear Lake beaches
- Comments were made that the Water Park is looking very nice. Mayor Srp stated that due to repairs Staff made to the Water Park in 2020 when it was closed due to COVID, it was ready for opening in 2021.

ANNOUNCEMENTS

9. Christiansen:

- The Fair went well
- It was nice to get away on vacation
- He has issues with cars parking on lawns – sent his concerns to the City Manager
- Stay safe and make good decisions

Arndt:

- Thanked all the Fire Departments from surrounding communities who assisted at the Neighborhood Service Center fire.

Srp:

- Memorial Park was very busy Saturday. The public needs to understand that the Dog Park was given careful consideration.

ADJOURNMENT

10. There being no further business to be brought before the Council, it was moved by Arndt, seconded by J. Conrath, to adjourn the meeting at 7:20 p.m. Motion carried 5-0.

R. D. SRP
MAYOR

RANAE SCHULT
ADMINISTRATIVE ASSISTANT

MINUTES
CITY COUNCIL WORK SESSION
WEDNESDAY, AUGUST 4, 2021

The work session began at 6:00 p.m.

Councilmembers Present: Roy Srp Jeremy Conrath
 Daren Arndt Ted Conrath
 Mark Christiansen

Councilmembers Absent: John Mansfield
 Allan Rose

Staff Present: Alicia Fischer, Finance Director
 Carl Sonnenberg, Utilities/Public Works Director
 Nate Willey, Director of Engineering
 Ranae Schult, Administrative Assistant

CIP Budget

Alicia Fischer, Finance Director, provided a PowerPoint presentation regarding information about the 2022 Governmental Capital Plan, which contained detail on the following items:

• Streets/Roadways/Sidewalks	2022-2026 5-year Expenditure Average	\$1,512,778
• Parks	2022-2026 5-year Expenditure Average	\$ 495,800
• Facilities	2022-2026 5-year Expenditure Average	\$ 135,850
• Water Park	2022-2026 5-year Expenditure Average	\$ 87,800

The Finance Director answered some questions for Council. A brief discussion was also held regarding information provided concerning "Where does debt come into play?"

There being no further discussion and no action taken, the work session ended at 6:50 p.m.

R. D. SRP
MAYOR

RANAE SCHULT
ADMINISTRATIVE ASSISTANT

Micah Fischer

6B

LIST OF EXPENDITURES

August 17, 2021

Lee A. Milton

=====
City Council 0.00
Streets 28,310.80
Parks 16,576.62
Wastewater 9,748.84
Utility Administration 6,050.92
Utility Billing 13,042.58
Electric 14,825.80
Water 10,261.06
Building and Code Compliance 2,848.88
Police 60,712.53
Administration 7,823.30
Community Aides 0.00
Fire 7,619.49
Paid On Call Fire Department 4,515.39
Election Judges 0.00
Finance 10,405.45
Connections 2,592.79
Community Development 6,830.34
Engineering 16,321.99
Recreation 15,201.81
Econ Development 6,304.55

Total Gross Payroll 239,993.14

*Less- Payroll Deductions (66,960.91)

Net Payroll Cost \$ 173,032.23

*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:

July 31, 2021-August 12, 2021

Includes check #'s 157039-157103

Bank ACH Withdrawals..... 1,962,372.89

GRAND TOTAL EXPENDITURES \$ 2,135,405.12

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
General Fund						
08/11/2021	82112	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 8/8/2021	101-21701-0000	21,048.17	M
Total 101217010000:					21,048.17	
08/11/2021	82108	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 8/8/2021	101-21702-0000	9,906.68	M
Total 101217020000:					9,906.68	
08/11/2021	82112	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 8/8/2021	101-21703-0000	10,011.74	M
08/11/2021	82112	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 8/8/2021	101-21703-0000	10,457.09	M
Total 101217030000:					20,468.83	
08/11/2021	82109	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 8/8/2021	101-21704-0000	1,470.78	M
08/11/2021	82109	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 8/8/2021	101-21704-0000	9,560.24	M
08/11/2021	82109	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 8/8/2021	101-21704-0000	7,423.70	M
08/11/2021	82109	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 8/8/2021	101-21704-0000	9,560.24	M
08/11/2021	82109	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 8/8/2021	101-21704-0000	11,135.55	M
08/11/2021	82109	Public Employees Retirement Assn (ACH	Adj	101-21704-0000	.06	M
Total 101217040000:					39,150.57	
08/11/2021	157041	IBEW	IBEW UNION DUES Pay Period: 8/8/2021	101-21707-0000	342.73	
08/11/2021	157042	IUOE Local #70	FIRE UNION DUES Pay Period: 8/8/2021	101-21707-0000	150.78	
08/11/2021	157042	IUOE Local #70	IUOE UNION DUES Pay Period: 8/8/2021	101-21707-0000	696.60	
08/11/2021	157043	Law Enforcement Labor Services	POLICE UNION DUES Pay Period: 8/8/2021	101-21707-0000	762.00	
Total 101217070000:					1,952.11	
08/11/2021	157044	MN Life	LIFE INSURANCE MN Pay Period: 7/25/2021	101-21710-0000	9.70	
08/11/2021	157044	MN Life	LIFE INSURANCE MN Pay Period: 8/8/2021	101-21710-0000	759.30	
08/11/2021	157044	MN Life	LIFE INSURANCE MN Pay Period: 8/8/2021	101-21710-0000	1,229.25	
08/11/2021	157044	MN Life	Matson Aug Cobra	101-21710-0000	26.80	
08/11/2021	157044	MN Life	Adj	101-21710-0000	72.80	
Total 101217100000:					2,097.85	
08/11/2021	82112	ACH Internal Revenue Service	MEDICARE Pay Period: 8/8/2021	101-21712-0000	3,145.98	M
08/11/2021	82112	ACH Internal Revenue Service	MEDICARE Pay Period: 8/8/2021	101-21712-0000	3,250.13	M
Total 101217120000:					6,396.11	
08/11/2021	82114	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 8/8/2021	101-21713-0000	1,165.00	M
08/11/2021	82114	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 8/8/2021	101-21713-0000	669.00	M
Total 101217130000:					1,834.00	
08/11/2021	82111	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 8/8/2021	101-21714-0000	150.00	M
08/11/2021	82111	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 8/8/2021	101-21714-0000	495.00	M
Total 101217140000:					645.00	
08/12/2021	82101	Further	FSA Reimbursement	101-21716-0000	2,690.00	M
08/11/2021	82116	Further	VEBA Contributions Pay Period: 8/8/2021	101-21716-0000	22,482.81	M
08/11/2021	82115	Further	HSA Contribution Pay Period: 8/8/2021	101-21716-0000	470.18	M

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
08/11/2021	82116	Further	HSA Contribution Pay Period: 8/8/2021	101-21716-0000	6,246.60	M
08/11/2021	82116	Further	Timlin Aug VEBA	101-21716-0000	513.17	M
Total 101217160000:					32,402.76	
08/11/2021	82110	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 8/8/2021	101-21717-0000	951.53	M
Total 101217170000:					951.53	
08/11/2021	82113	Delta Dental	McKay Aug Cobra	101-21719-0000	29.00	M
08/11/2021	82113	Delta Dental	DENTAL EE + CHLDRN Pay Period: 8/8/2021	101-21719-0000	157.40	M
08/11/2021	82113	Delta Dental	DENTAL EE + CHLDRN Pay Period: 7/11/2021	101-21719-0000	157.40	M
08/11/2021	82113	Delta Dental	DENTAL SINGLE Employee Pay Period: 8/8/2021	101-21719-0000	580.00	M
08/11/2021	82113	Delta Dental	Rugger Aug Cobra	101-21719-0000	114.00	M
08/11/2021	82113	Delta Dental	DENTAL FAMILY Employee Pay Period: 8/8/2021	101-21719-0000	1,368.00	M
08/11/2021	82113	Delta Dental	Ziemke Aug Cobra	101-21719-0000	29.00	M
08/11/2021	82113	Delta Dental	Kahnke Adj	101-21719-0000	25.55	M
08/11/2021	82113	Delta Dental	DENTAL EE + SPOUSE Pay Period: 8/8/2021	101-21719-0000	356.70	M
Total 101217190000:					2,765.95	
08/11/2021	82117	VSP	VISION FAMILY Employee Pay Period: 8/8/2021	101-21722-0000	169.52	M
08/11/2021	82117	VSP	VISION + ONE Employee Pay Period: 7/11/2021	101-21722-0000	12.23	M
08/11/2021	82117	VSP	VISION SINGLE Employee Pay Period: 8/8/2021	101-21722-0000	74.47	M
08/11/2021	82117	VSP	VISION + ONE Employee Pay Period: 8/8/2021	101-21722-0000	85.61	M
08/11/2021	82117	VSP	Ziemke Aug Cobra	101-21722-0000	6.77	M
08/11/2021	82117	VSP	Rugger Aug Cobra	101-21722-0000	12.23	M
Total 101217220000:					360.83	
08/12/2021	157055	Canadian Pacific	Park Reservation Cancellation	101-34785-0000	101.25	
08/12/2021	157061	Colony Court	Park reservation cancellation correction	101-34785-0000	25.00	
Total 101347850000:					126.25	
08/12/2021	157094	Waseca County Court Administrator	Reimburse 81-CR-20-23	101-36244-0000	339.28	
Total 101362440000:					339.28	
08/12/2021	20210604	U.S. Bank - CC	Monthly Subscription	101-41110-3200	16.09	
08/12/2021	20210604	U.S. Bank - CC	Monthly Subscription	101-41110-3200	16.09	
Total 101411103200:					32.18	
08/12/2021	20210576	Discover Waseca Tourism	June Lodging Tax	101-41110-4440	2,752.96	
Total 101411104440:					2,752.96	
08/12/2021	20210605	Waseca Area Senior Citizens Center	City Contribution	101-41110-4455	1,125.00	
Total 101411104455:					1,125.00	
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-41320-1340	54.48	M
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-41320-1340	13.19	M

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101413201340:					67.67
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	101-41320-2170	7.17
Total 101413202170:					7.17
08/12/2021	157083	Shred-it USA LLC	Monthly service	101-41320-3100	18.01
Total 101413203100:					18.01
08/12/2021	20210564	A. H. Hermel Company	Pop for vending machine	101-41320-4945	77.52
Total 101413204945:					77.52
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-41500-1340	74.41 M
Total 101415001340:					74.41
08/12/2021	82102	Further	Admin Fees	101-41500-1600	299.05 M
Total 101415001600:					299.05
08/12/2021	20210604	U.S. Bank - CC	Refund of testing transactionw	101-41500-2000	6.00-
08/12/2021	20210604	U.S. Bank - CC	Refund of testing transactionw	101-41500-2000	6.00-
08/12/2021	20210604	U.S. Bank - CC	Testing Water park credit card machines with civic rec	101-41500-2000	6.00
08/12/2021	20210604	U.S. Bank - CC	Testing Water park credit card machines with civic rec	101-41500-2000	6.00
08/12/2021	20210604	U.S. Bank - CC	Refund of testing transactionw	101-41500-2000	6.00-
08/12/2021	20210604	U.S. Bank - CC	Testing TLCF credit card machine with civic rec	101-41500-2000	6.00
Total 101415002000:					.00
08/12/2021	20210565	Abdo Eick & Meyers LLP	2020 Audit - OSA Reporting	101-41500-3000	300.00
08/12/2021	20210604	U.S. Bank - CC	2020 COA Application	101-41500-3000	460.00
Total 101415003000:					760.00
08/12/2021	20210572	Civic Systems LLC	Civic System Symposium Virtual-Donovan	101-41500-3300	45.00
08/12/2021	20210572	Civic Systems LLC	Civic System Symposium - Lang	101-41500-3300	190.00
08/12/2021	20210572	Civic Systems LLC	Civic System Symposium - Ryan	101-41500-3300	190.00
08/12/2021	20210604	U.S. Bank - CC	MNGFOA Conference-Lang	101-41500-3300	230.00
Total 101415003300:					655.00
08/12/2021	20210567	Bartz, Courtney	Mileage for travel to and from Water Park	101-41500-3350	25.76
Total 101415003350:					25.76
08/12/2021	20210566	APG Media of So MN LLC	Financial Report	101-41500-3400	331.50
Total 101415003400:					331.50
08/12/2021	20210579	Flaherty & Hood PA	July Legal Fees	101-41600-3000	75.00
08/12/2021	20210579	Flaherty & Hood PA	July Labor & Employment Consultations Services	101-41600-3000	387.50
08/12/2021	20210589	Kennedy & Kennedy Law Office	July Legal Fees	101-41600-3000	852.00
08/12/2021	157098	Waseca County Treasurer	Legal Services Contract payment	101-41600-3000	5,370.33

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101416003000:					6,684.83
08/12/2021	157073	Metro Sales Inc.	Maintenance agreement	101-41920-3100	1,805.30
08/12/2021	157073	Metro Sales Inc.	Maintenance Agreement	101-41920-3100	561.86
Total 101419203100:					2,367.16
08/12/2021	20210569	Cady Business Technologies Inc	Cord	101-41940-2000	24.00
08/12/2021	20210585	Innovative Office Supply	Office Supplies	101-41940-2000	16.76
Total 101419402000:					40.76
08/12/2021	157058	Cintas Corporation	First aid cabinet supplies	101-41940-2170	71.63
08/12/2021	157080	Red Feather Paper Company	2 ply tissue, roll towels, can liners	101-41940-2170	135.74
08/12/2021	157080	Red Feather Paper Company	Janitor Supplies	101-41940-2170	24.56
08/12/2021	20210604	U.S. Bank - CC	Breakroom table and chairs	101-41940-2170	687.51
Total 101419402170:					919.44
08/12/2021	157053	Bizzy Bee Cleaning LLC	City Hall Bathroom Cleaning	101-41940-3100	475.00
08/12/2021	157057	Cintas Corporation	Floor mat service	101-41940-3100	45.53
08/12/2021	20210575	Culligan	Water	101-41940-3100	28.95
08/12/2021	157078	Orkin Pest Control	Pest control-City Hall	101-41940-3100	95.00
08/12/2021	157092	Walker Window Cleaning	City Hall-Windows	101-41940-3100	54.00
08/12/2021	20210609	Waste Management of Southern MN	July Service	101-41940-3100	254.92
Total 101419403100:					953.40
08/12/2021	82105	City of Waseca	July Utilities	101-41940-3800	1,793.31 M
Total 101419403800:					1,793.31
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-41950-1340	56.33 M
Total 101419501340:					56.33
08/12/2021	157059	City of Waseca	Petty cash reimb	101-41950-3000	6.65
08/12/2021	157097	Waseca County Recorder	Copy or Recorded Doc	101-41950-3000	9.00
08/12/2021	20210611	WSB & Associates Inc	Planning Services	101-41950-3000	1,186.25
Total 101419503000:					1,201.90
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-42100-1340	526.68 M
Total 101421001340:					526.68
08/12/2021	20210585	Innovative Office Supply	office supplies-police	101-42100-2000	48.97
08/12/2021	20210585	Innovative Office Supply	office supplies-police	101-42100-2000	34.69
Total 101421002000:					83.66
08/12/2021	157080	Red Feather Paper Company	Janitorial supplies - PD	101-42100-2170	218.91
08/12/2021	20210604	U.S. Bank - CC	new case for work phone	101-42100-2170	30.98

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101421002170:					249.89
08/12/2021	157058	Cintas Corporation	First Aid - Police	101-42100-2190	79.80
08/12/2021	20210604	U.S. Bank - CC	AED Batteries	101-42100-2190	383.45
Total 101421002190:					463.25
08/12/2021	157053	Bizzy Bee Cleaning LLC	PSB Bathroom Cleaning	101-42100-3100	237.50
08/12/2021	157054	Bock's Service Inc.	Tow expense -PD	101-42100-3100	85.00
08/12/2021	157057	Cintas Corporation	Floor Mats	101-42100-3100	8.87
08/12/2021	157057	Cintas Corporation	Floor Mats	101-42100-3100	8.87
08/12/2021	20210575	Culligan	Culligan Police	101-42100-3100	29.95
08/12/2021	157083	Shred-it USA LLC	Monthly service	101-42100-3100	18.00
08/12/2021	20210609	Waste Management of Southern MN	July Service	101-42100-3100	88.73
Total 101421003100:					476.92
08/12/2021	82119	Verizon Wireless	Monthly Billing	101-42100-3200	942.58 M
08/12/2021	82119	Verizon Wireless	Monthly Billing	101-42100-3200	41.50 M
Total 101421003200:					984.08
08/12/2021	20210604	U.S. Bank - CC	Meal while at SWAT training	101-42100-3300	13.24
Total 101421003300:					13.24
08/12/2021	82105	City of Waseca	July Utilities	101-42100-3800	962.11 M
Total 101421003800:					962.11
08/12/2021	157059	City of Waseca	Petty cash reimb	101-42100-4330	20.00
08/12/2021	157088	Thomson Reuters - West	CLEAR	101-42100-4330	267.41
08/12/2021	157100	Waseca Rotary Club	Rotary Dues	101-42100-4330	132.00
Total 101421004330:					419.41
08/02/2021	156976	LeSueur/Waseca Community Health Board	Nite to Unite expense	101-42100-4640	55.00- V
08/02/2021	157039	LeSueur-Waseca Public Health Services	Nite to Unite Food Permit	101-42100-4640	41.25
Total 101421004640:					13.75-
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-42200-1340	64.21 M
Total 101422001340:					64.21
08/12/2021	20210594	Napa Auto Parts	Parts	101-42200-2120	66.36
Total 101422002120:					66.36
08/12/2021	20210594	Napa Auto Parts	Parts	101-42200-2170	6.97
Total 101422002170:					6.97
08/12/2021	20210587	Jefferson Fire & Safety Inc	New Hire Gear	101-42200-2180	6,647.46

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101422002180:					6,647.46
08/12/2021	157053	Bizzy Bee Cleaning LLC	PSB Bathroom Cleaning	101-42200-3100	237.50
08/12/2021	157057	Cintas Corporation	Floor Mats	101-42200-3100	8.88
08/12/2021	157057	Cintas Corporation	Floor Mats	101-42200-3100	8.88
08/12/2021	20210609	Waste Management of Southern MN	July Service	101-42200-3100	88.74
Total 101422003100:					344.00
08/12/2021	82119	Verizon Wireless	Monthly Billing	101-42200-3200	46.50 M
Total 101422003200:					46.50
08/12/2021	157077	MN State Fire Chiefs Association	Annul Conference registration	101-42200-3300	300.00
08/12/2021	157077	MN State Fire Chiefs Association	Additional Banquet Ticket	101-42200-3300	40.00
Total 101422003300:					340.00
08/12/2021	157076	MN Fire Service Certification Board	Firefighter certifications	101-42200-3310	840.00
08/12/2021	20210598	Safety& Security Consult Specialists LLC	Training	101-42200-3310	5,000.00
Total 101422003310:					5,840.00
08/12/2021	20210597	Personalized Printing Inc.	Hiring Signs	101-42200-3400	128.00
Total 101422003400:					128.00
08/12/2021	157056	Centerpoint Energy	July Service	101-42200-3800	15.70
08/12/2021	82105	City of Waseca	July Utilities	101-42200-3800	962.11 M
08/12/2021	82105	City of Waseca	July Utilities	101-42200-3800	37.33 M
Total 101422003800:					1,015.14
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-42400-1340	25.31 M
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-42400-1340	7.28 M
Total 101424001340:					32.59
08/12/2021	20210571	City Building Inspection Services LLC	Building inspections	101-42400-3000	4,144.68
Total 101424003000:					4,144.68
08/12/2021	20210590	Lenz Lawn Care & Landscaping Inc.	Mow/Trim Outlet A	101-42400-3100	75.00
Total 101424003100:					75.00
08/12/2021	82119	Verizon Wireless	Monthly Billing	101-42400-3200	24.39 M
Total 101424003200:					24.39
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-43000-1340	7.50 M
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-43000-1340	106.08 M
Total 101430001340:					113.58

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
08/12/2021	82119	Verizon Wireless	Monthly Billing	101-43000-3200	41.50	M
Total 101430003200:					41.50	
08/11/2021	82112	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 8/8/2021	101-43100-1030	73.52	M
08/11/2021	82112	ACH Internal Revenue Service	MEDICARE Pay Period: 8/8/2021	101-43100-1030	17.19	M
Total 101431001030:					90.71	
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-43100-1340	102.26	M
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-43100-1340	2.31	M
Total 101431001340:					104.57	
08/12/2021	20210604	U.S. Bank - CC	Office Supplies	101-43100-2000	26.23	
Total 101431002000:					26.23	
08/12/2021	20210582	H & J Fuel Inc	Fuel	101-43100-2120	1,094.29	
Total 101431002120:					1,094.29	
08/12/2021	157058	Cintas Corporation	First aid supplies	101-43100-2170	68.67	
08/12/2021	20210586	James Brothers Construction Inc.	Class V gravel	101-43100-2170	1,340.54	
08/12/2021	20210604	U.S. Bank - CC	Safety Glasses	101-43100-2170	104.34	
08/12/2021	20210604	U.S. Bank - CC	Safety Glasses	101-43100-2170	158.78	
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	101-43100-2170	16.98	
08/12/2021	20210608	Waseca Sand & Gravel Inc.	Concrete supplies	101-43100-2170	120.00	
08/12/2021	157101	Waterville Building Center LLC	lumber	101-43100-2170	1,311.10	
Total 101431002170:					3,120.41	
08/12/2021	157052	Aramark Uniform Services	uniform service	101-43100-2180	181.42	
08/12/2021	157052	Aramark Uniform Services	Uniform Service	101-43100-2180	186.78	
Total 101431002180:					368.20	
08/12/2021	20210609	Waste Management of Southern MN	July Service	101-43100-3100	178.37	
Total 101431003100:					178.37	
08/12/2021	20210573	Clarke Environmental Mosquito Mgmt Inc	mosquito contract	101-43100-3101	8,300.00	
Total 101431003101:					8,300.00	
08/12/2021	157056	Centerpoint Energy	July Service	101-43100-3800	15.70	
08/12/2021	82105	City of Waseca	July Utilities	101-43100-3800	37.33	M
08/12/2021	82105	City of Waseca	July Utilities	101-43100-3800	765.61	M
Total 101431003800:					818.64	
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-43125-1340	26.51	M
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-43125-1340	2.31	M
Total 101431251340:					28.82	

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-43170-1340	5.68	M
Total 101431701340:					5.68	
08/12/2021	20210593	M-R Sign Company Inc.	new signs	101-43170-2170	338.95	
08/12/2021	20210593	M-R Sign Company Inc.	new signs	101-43170-2170	78.08	
Total 101431702170:					417.03	
08/12/2021	82105	City of Waseca	July Utilities	101-43170-3800	179.70	M
Total 101431703800:					179.70	
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-43220-1340	9.47	M
Total 101432201340:					9.47	
08/12/2021	20210584	Independent School District #829	City Contribution Community Ed	101-45100-3100	8,333.33	
Total 101451003100:					8,333.33	
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-45130-1340	15.63	M
Total 101451301340:					15.63	
08/12/2021	157051	Amazon	Chemical signage	101-45130-2000	23.27	
08/12/2021	157059	City of Waseca	Petty cash reimb	101-45130-2000	14.47	
Total 101451302000:					37.74	
08/12/2021	157066	Hawkins Inc	WP Chemicals	101-45130-2165	925.50	
08/12/2021	20210583	Horizon Commercial Pool Supply	WP Chemicals	101-45130-2165	736.20	
08/12/2021	20210583	Horizon Commercial Pool Supply	WP chemicals	101-45130-2165	291.81	
Total 101451302165:					1,953.51	
08/12/2021	157084	Sign Pro	Water Park Banners	101-45130-2170	280.00	
08/12/2021	20210604	U.S. Bank - CC	Bandages for water park	101-45130-2170	8.94	
08/12/2021	20210604	U.S. Bank - CC	Fraud Charges-will be refunded next month	101-45130-2170	14.99	
08/12/2021	20210604	U.S. Bank - CC	3/4' Rope Clamps	101-45130-2170	291.46	
08/12/2021	20210604	U.S. Bank - CC	Refund for exit sign for water park	101-45130-2170	107.76-	
08/12/2021	20210604	U.S. Bank - CC	Air Filters	101-45130-2170	38.14	
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	101-45130-2170	29.99	
Total 101451302170:					555.76	
08/12/2021	157074	MK Service & Repair	Floor Scrubbers	101-45130-2175	260.00	
08/12/2021	20210604	U.S. Bank - CC	Janitorial supplies for water park	101-45130-2175	28.03	
08/12/2021	20210604	U.S. Bank - CC	Janitorial supplies for water park	101-45130-2175	22.93	
08/12/2021	20210604	U.S. Bank - CC	Janitorial supplies for water park	101-45130-2175	19.78	
Total 101451302175:					330.74	
08/12/2021	20210583	Horizon Commercial Pool Supply	Pool Scrubber	101-45130-2210	29.95	

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101451302210:					29.95
08/12/2021	20210564	A. H. Hermel Company	WP Concession	101-45130-2500	577.55
08/12/2021	20210564	A. H. Hermel Company	WP Concession	101-45130-2500	3,237.05
08/12/2021	20210564	A. H. Hermel Company	WP Concession	101-45130-2500	158.84
08/12/2021	20210564	A. H. Hermel Company	Credit for Sundae Cones	101-45130-2500	146.45-
08/12/2021	20210604	U.S. Bank - CC	Cake for Birthday Party	101-45130-2500	30.05
08/12/2021	20210604	U.S. Bank - CC	Buns for Water park	101-45130-2500	8.34
08/12/2021	20210604	U.S. Bank - CC	Concession supplies for water park	101-45130-2500	37.43
08/12/2021	20210604	U.S. Bank - CC	Buns for Water park	101-45130-2500	2.78
08/12/2021	20210604	U.S. Bank - CC	Buns for Water park	101-45130-2500	2.78
08/12/2021	20210604	U.S. Bank - CC	Birthday Cake for birthday party	101-45130-2500	30.05
08/12/2021	20210604	U.S. Bank - CC	Concession supplies for water park	101-45130-2500	56.82
08/12/2021	20210604	U.S. Bank - CC	2 cakes for birthday parties at water park	101-45130-2500	60.11
Total 101451302500:					4,055.35
08/12/2021	20210575	Culligan	Culligan Water	101-45130-3100	220.36
08/12/2021	20210609	Waste Management of Southern MN	Garbage Service	101-45130-3100	192.86
Total 101451303100:					413.22
08/12/2021	82105	City of Waseca	July Utilities	101-45130-3800	6,157.73 M
Total 101451303800:					6,157.73
08/12/2021	20210606	Waseca Glass LLC	Facility Door	101-45130-4000	435.00
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	101-45130-4000	29.98
Total 101451304000:					464.98
08/12/2021	20210604	U.S. Bank - CC	Buns for TLCF	101-45180-2500	2.78
08/12/2021	20210604	U.S. Bank - CC	Buns for TLCF	101-45180-2500	8.94
08/12/2021	20210604	U.S. Bank - CC	Buns for TLCF	101-45180-2500	7.45
Total 101451802500:					19.17
08/12/2021	20210609	Waste Management of Southern MN	TLCF - July Waste Management Service	101-45180-3100	41.03
Total 101451803100:					41.03
08/12/2021	82107	Mediacom	TLCF Communications	101-45180-3200	232.05 M
Total 101451803200:					232.05
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-45200-1340	94.50 M
08/11/2021	82118	Reliance Standard	August LTD Insurance	101-45200-1340	3.91 M
Total 101452001340:					98.41
08/12/2021	157054	Bock's Service Inc.	Toro Mower Fuel	101-45200-2120	35.00
08/12/2021	20210582	H & J Fuel Inc	Fuel	101-45200-2120	1,185.03
Total 101452002120:					1,220.03

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
08/12/2021	157062	Condon Farm Service	Fall Fertilizer	101-45200-2170	626.00
08/12/2021	20210575	Culligan	Park Shop water	101-45200-2170	37.00
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	101-45200-2170	25.45
Total 101452002170:					688.45
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	101-45200-2210	52.95
Total 101452002210:					52.95
08/12/2021	20210577	Fastenal Company	Pad Locks	101-45200-2230	65.61-
08/12/2021	20210577	Fastenal Company	Park Restroom Faucet Metering Cartridge	101-45200-2230	123.46
08/12/2021	20210594	Napa Auto Parts	Parts	101-45200-2230	30.64
08/12/2021	20210604	U.S. Bank - CC	nails for air nailer	101-45200-2230	55.98
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	101-45200-2230	127.72
Total 101452002230:					272.19
08/12/2021	20210604	U.S. Bank - CC	Hand tools	101-45200-2400	199.70
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	101-45200-2400	50.92
Total 101452002400:					250.62
08/12/2021	20210586	James Brothers Construction Inc.	University Park Sewer Jet	101-45200-3100	437.50
08/12/2021	157072	McClune's Tree Service	Tree Removal TLCF	101-45200-3100	1,225.00
08/12/2021	20210604	U.S. Bank - CC	DNR water treatment permit-Clear lake	101-45200-3100	35.00
08/12/2021	20210604	U.S. Bank - CC	DNR water treatment permit-Clear lake	101-45200-3100	35.00
08/12/2021	20210609	Waste Management of Southern MN	July Service	101-45200-3100	27.85
08/12/2021	20210609	Waste Management of Southern MN	Parks - July Waste Management Service	101-45200-3100	1,258.46
Total 101452003100:					3,018.81
08/12/2021	82105	City of Waseca	July Utilities	101-45200-3800	577.55 M
Total 101452003800:					577.55
08/12/2021	20210604	U.S. Bank - CC	Materials for Memorial Park Facilities	101-45200-4000	673.69
08/12/2021	20210604	U.S. Bank - CC	Materials for Memorial Park Facilities	101-45200-4000	131.96
Total 101452004000:					805.65
08/12/2021	157054	Bock's Service Inc.	Tire Repair - Bobcat	101-45200-4040	40.00
Total 101452004040:					40.00
08/12/2021	157078	Orkin Pest Control	Library-Pest control	101-45500-3100	70.00
08/12/2021	157078	Orkin Pest Control	Library-Pest control	101-45500-3100	70.00
08/12/2021	157082	ServiceMaster by Ayotte	Library monthly service	101-45500-3100	790.00
08/12/2021	20210609	Waste Management of Southern MN	Library service	101-45500-3100	56.73
Total 101455003100:					986.73
08/12/2021	82105	City of Waseca	July Utilities	101-45500-3800	1,024.84 M
Total 101455003800:					1,024.84

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
08/12/2021	20210568	Britton Plumbing & Heating LLC	Plumbing Parts	101-45500-4000	436.02	
Total 101455004000:					436.02	
Total General Fund:					230,639.71	
Airport						
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	230-49810-2170	39.54	
Total 230498102170:					39.54	
08/12/2021	20210602	Toltz King Duvall Anderson & Assoc Inc.	Airport T-Hangar design	230-49810-3000	8,880.00	
Total 230498103000:					8,880.00	
08/12/2021	157086	Stensrud Aviation	Airport Contract Payment	230-49810-3100	2,300.00	
08/12/2021	20210609	Waste Management of Southern MN	Airport Garbage Service	230-49810-3100	37.15	
Total 230498103100:					2,337.15	
08/12/2021	82105	City of Waseca	July Utilities	230-49810-3800	110.40	M
Total 230498103800:					110.40	
08/12/2021	20210608	Waseca Sand & Gravel Inc.	Airport concrete pad	230-49810-4000	1,598.50	
Total 230498104000:					1,598.50	
Total Airport:					12,965.59	
Recovery Coordinator Grant						
08/11/2021	82118	Reliance Standard	August LTD Insurance	256-46500-1340	29.61	M
Total 256465001340:					29.61	
Total Recovery Coordinator Grant:					29.61	
Economic Development-General f						
08/11/2021	82118	Reliance Standard	August LTD Insurance	261-46700-1340	13.20	M
Total 261467001340:					13.20	
Total Economic Development-General f:					13.20	
Safe Haven Grant						
08/11/2021	82118	Reliance Standard	August LTD Insurance	279-46350-1340	18.05	M
Total 279463501340:					18.05	
08/12/2021	20210604	U.S. Bank - CC	Office/Program supplies for connections	279-46350-2000	1,468.79	
Total 279463502000:					1,468.79	
08/12/2021	82119	Verizon Wireless	Monthly Billing	279-46350-3200	41.50	M

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 279463503200:					41.50
Total Safe Haven Grant:					1,528.34
PEG Channel					
08/12/2021	20210604	U.S. Bank - CC	Lockable latches and handles for AV Rack	290-41920-2170	45.13
Total 290419202170:					45.13
Total PEG Channel:					45.13
Capital Improvement					
08/12/2021	20210579	Flaherty & Hood PA	July Legal Fees	430-43010-3000	1,275.00
Total 430430103000:					1,275.00
08/12/2021	20210608	Waseca Sand & Gravel Inc.	concrete	430-43010-5245	2,293.50
Total 430430105245:					2,293.50
08/12/2021	157051	Amazon	Roger Ashland Memorial Bench	430-43010-5320	28.98
08/12/2021	20210574	Core & Main LP	Supplies for Dog Park	430-43010-5320	311.74
08/12/2021	20210604	U.S. Bank - CC	Roger Ashland Memorial Bench Supplies	430-43010-5320	890.30
08/12/2021	20210604	U.S. Bank - CC	Roger Ashland Memorial Bench Supplies	430-43010-5320	70.76
08/12/2021	20210604	U.S. Bank - CC	Roger Ashland Memorial Bench Supplies	430-43010-5320	729.12
Total 430430105320:					2,030.90
Total Capital Improvement:					5,599.40
Water					
08/12/2021	157085	Sportsman Stop	shipping for Nitrate Samples	601-49401-3100	52.99
08/12/2021	20210604	U.S. Bank - CC	QFL Samples	601-49401-3100	4.80
Total 601494013100:					57.79
08/12/2021	82105	City of Waseca	July Utilities	601-49401-3800	9,311.95 M
08/12/2021	157103	Xcel Energy	July Service	601-49401-3800	154.37
Total 601494013800:					9,466.32
08/11/2021	82112	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 8/8/2021	601-49430-0000	371.83 M
08/11/2021	82112	ACH Internal Revenue Service	MEDICARE Pay Period: 8/8/2021	601-49430-0000	86.96 M
Total 601494300000:					458.79
08/11/2021	82118	Reliance Standard	August LTD Insurance	601-49430-1340	26.96 M
08/11/2021	82118	Reliance Standard	August LTD Insurance	601-49430-1340	27.31 M
Total 601494301340:					54.27
08/12/2021	20210604	U.S. Bank - CC	Bleach Spray for Coliform samples	601-49430-2170	3.27
08/12/2021	157090	USA Blue Book	Lab Supplies	601-49430-2170	458.34
08/12/2021	157090	USA Blue Book	Lab Supplies	601-49430-2170	73.10
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	601-49430-2170	16.99

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601494302170:					551.70
08/12/2021	157090	USA Blue Book	Tool Supplies	601-49430-2210	250.77
Total 601494302210:					250.77
08/12/2021	20210574	Core & Main LP	Hydrant Parts	601-49430-2230	744.79
08/12/2021	20210574	Core & Main LP	Water Main Repair Supplies	601-49430-2230	920.63
08/12/2021	20210577	Fastenal Company	Return	601-49430-2230	44.17-
08/12/2021	20210577	Fastenal Company	Plumbing	601-49430-2230	49.77
08/12/2021	20210604	U.S. Bank - CC	Pizza for water main repair on 8th Ave NE	601-49430-2230	28.18
08/12/2021	20210608	Waseca Sand & Gravel Inc.	Water Main Materials	601-49430-2230	1,529.00
Total 601494302230:					3,228.20
08/12/2021	157052	Aramark Uniform Services	Uniforms	601-49430-3100	17.25
08/12/2021	157052	Aramark Uniform Services	Uniforms	601-49430-3100	17.83
08/12/2021	20210581	Gopher State One-Call Inc	Location calls - July	601-49430-3100	63.90
08/12/2021	157091	Utility Consultants Inc	Bacteria Testing	601-49430-3100	180.00
08/12/2021	20210610	Water Conservation Service Inc.	System Leak Survey	601-49430-3100	3,750.00
Total 601494303100:					4,028.98
08/12/2021	82119	Verizon Wireless	Monthly Billing	601-49430-3200	40.01 M
Total 601494303200:					40.01
08/12/2021	157059	City of Waseca	Petty cash reimb	601-49430-3300	46.00
08/12/2021	20210601	Terrell, Tim	Mileage Reimbursement	601-49430-3300	306.32
Total 601494303300:					352.32
08/12/2021	82106	MN State Retirement System	Retirement Severance - Carlson	601-49585-1110	101.46 M
Total 601495851110:					101.46
08/12/2021	20210585	Innovative Office Supply	Laminating Pouches	601-49585-2000	19.83
Total 601495852000:					19.83
08/12/2021	157073	Metro Sales Inc.	Maintenance agreement	601-49585-3000	200.59
08/12/2021	157073	Metro Sales Inc.	Maintenance Agreement	601-49585-3000	37.45
Total 601495853000:					238.04
08/12/2021	20210592	MAS Communications Inc.	Answering service - August	601-49585-3200	52.99
Total 601495853200:					52.99
08/12/2021	157060	City of Waseca	Summit AR	601-49585-4320	42.57
Total 601495854320:					42.57
08/11/2021	82118	Reliance Standard	August LTD Insurance	601-49586-1340	5.16 M
08/11/2021	82118	Reliance Standard	August LTD Insurance	601-49586-1340	2.94 M

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
08/11/2021	82118	Reliance Standard	August LTD Insurance	601-49586-1340	14.22	M
Total 601495861340:					22.32	
08/12/2021	20210579	Flaherty & Hood PA	July Legal Fees	601-49586-3000	1,143.75	
08/12/2021	20210579	Flaherty & Hood PA	July Legal Fees	601-49586-3000	337.50	
08/12/2021	20210589	Kennedy & Kennedy Law Office	July Legal Fees	601-49586-3000	60.00	
Total 601495863000:					1,541.25	
08/12/2021	157075	MN Department of Transportation	Materials Testing State Street Water Main Project	601-49593-5300	546.22	
08/12/2021	157079	RAW Construction LLC	South State Water Main-Final Payment	601-49593-5300	68,811.82	
Total 601495935300:					69,358.04	
08/12/2021	82104	MN Public Facilities Authority	2019 DW Principal	601-49980-6000	151,000.00	M
Total 601499806000:					151,000.00	
08/12/2021	82104	MN Public Facilities Authority	2019 DW Interest	601-49980-6100	10,445.00	M
Total 601499806100:					10,445.00	
Total Water:					251,310.65	
Sanitary Sewer						
08/11/2021	82118	Reliance Standard	August LTD Insurance	602-49470-1340	34.08	M
08/11/2021	82118	Reliance Standard	August LTD Insurance	602-49470-1340	2.31	M
Total 602494701340:					36.39	
08/12/2021	20210581	Gopher State One-Call Inc	Location calls - July	602-49470-3100	63.90	
Total 602494703100:					63.90	
08/12/2021	82119	Verizon Wireless	Monthly Billing	602-49470-3200	40.01	M
08/12/2021	82119	Verizon Wireless	Monthly Billing	602-49470-3200	40.01	M
08/12/2021	82119	Verizon Wireless	Monthly Billing	602-49470-3200	40.01	M
Total 602494703200:					120.03	
08/12/2021	82105	City of Waseca	July Utilities	602-49470-3800	1,317.07	M
Total 602494703800:					1,317.07	
08/11/2021	82118	Reliance Standard	August LTD Insurance	602-49480-1340	80.89	M
Total 602494801340:					80.89	
08/12/2021	20210604	U.S. Bank - CC	Office Supplies	602-49480-2000	98.17	
08/12/2021	20210604	U.S. Bank - CC	Ink	602-49480-2000	31.02	
Total 602494802000:					129.19	
08/12/2021	157059	City of Waseca	Petty cash reimb	602-49480-2120	49.73	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602494802120:					49.73
08/12/2021	157066	Hawkins Inc	Sodium Hypochlorite	602-49480-2170	398.91
08/12/2021	20210594	Napa Auto Parts	Parts	602-49480-2170	99.06
08/12/2021	20210604	U.S. Bank - CC	Supplies	602-49480-2170	36.98
08/12/2021	20210604	U.S. Bank - CC	Lunch with operators	602-49480-2170	28.52
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	602-49480-2170	96.13
Total 602494802170:					659.60
08/12/2021	20210595	Owatonna Shoe Company	Safety Boots - Schmidt	602-49480-2180	208.25
08/12/2021	20210595	Owatonna Shoe Company	Safety Boots - E Kramer	602-49480-2180	191.25
Total 602494802180:					399.50
08/12/2021	20210588	John Henry Foster Minnesota Inc.	Compressor Filters	602-49480-2210	330.92
08/12/2021	157087	Thermal Process Systems	Digester Probes	602-49480-2210	1,004.35
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	602-49480-2210	83.90
Total 602494802210:					1,419.17
08/12/2021	157057	Cintas Corporation	Floor mats and Towels	602-49480-3100	19.10
08/12/2021	157058	Cintas Corporation	First Aid Supplies	602-49480-3100	46.59
08/12/2021	157059	City of Waseca	Petty cash reimb	602-49480-3100	7.00
08/12/2021	20210591	M & R Electric Inc.	Electrician	602-49480-3100	132.00
08/12/2021	157081	Rice County Solid Waste Department	Waste disposal	602-49480-3100	36.00
08/12/2021	157089	Tim Toessler Soil Sampling	Soil Sampling	602-49480-3100	545.00
08/12/2021	157091	Utility Consultants Inc	Permit testing	602-49480-3100	2,058.59
08/12/2021	20210609	Waste Management of Southern MN	Garbage Service	602-49480-3100	344.42
Total 602494803100:					3,188.70
08/12/2021	82119	Verizon Wireless	Monthly Billing	602-49480-3200	41.50 M
Total 602494803200:					41.50
08/12/2021	157059	City of Waseca	Petty cash reimb	602-49480-3300	23.00
Total 602494803300:					23.00
08/12/2021	82105	City of Waseca	July Utilities	602-49480-3800	646.98 M
Total 602494803800:					646.98
08/12/2021	157071	Mayo Clinic	Fit Test	602-49480-4940	174.00
Total 602494804940:					174.00
08/12/2021	82106	MN State Retirement System	Retirement Severance - Carlson	602-49585-1110	101.46 M
Total 602495851110:					101.46
08/11/2021	82118	Reliance Standard	August LTD Insurance	602-49585-1340	28.23 M
08/11/2021	82118	Reliance Standard	August LTD Insurance	602-49585-1340	28.23 M

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 602495851340:					56.46	
08/12/2021	157073	Metro Sales Inc.	Maintenance agreement	602-49585-3000	200.59	
08/12/2021	157073	Metro Sales Inc.	Maintenance Agreement	602-49585-3000	37.46	
Total 602495853000:					238.05	
08/12/2021	20210592	MAS Communications Inc.	Answering service - August	602-49585-3200	52.99	
Total 602495853200:					52.99	
08/12/2021	157060	City of Waseca	Summit AR	602-49585-4320	81.59	
Total 602495854320:					81.59	
08/11/2021	82118	Reliance Standard	August LTD Insurance	602-49586-1340	5.16	M
08/11/2021	82118	Reliance Standard	August LTD Insurance	602-49586-1340	2.94	M
08/11/2021	82118	Reliance Standard	August LTD Insurance	602-49586-1340	14.22	M
Total 602495861340:					22.32	
08/12/2021	20210596	Pantheon Computer Systems Inc.	WWTP Wireless Keyboard/Mouse	602-49586-2050	99.99	
Total 602495862050:					99.99	
08/12/2021	82104	MN Public Facilities Authority	2009 CW Principal	602-49980-6000	479,000.00	M
08/12/2021	82104	MN Public Facilities Authority	2019 CW Principal	602-49980-6000	223,000.00	M
Total 602499806000:					702,000.00	
08/12/2021	82104	MN Public Facilities Authority	2009 CW Interest	602-49980-6100	62,903.52	M
08/12/2021	82104	MN Public Facilities Authority	2019 CW Interest	602-49980-6100	15,420.00	M
Total 602499806100:					78,323.52	
Total Sanitary Sewer:					789,326.03	
Electric Utility						
08/12/2021	82103	SMMPA	Wholesale Power SMMPA	604-49550-3810	530,244.27	M
Total 604495503810:					530,244.27	
08/11/2021	82118	Reliance Standard	August LTD Insurance	604-49570-1340	3.51	M
Total 604495701340:					3.51	
08/12/2021	157064	Eaton Corporation	Regulator Panel	604-49570-2230	1,550.00	
Total 604495702230:					1,550.00	
08/12/2021	82105	City of Waseca	July Utilities	604-49570-3800	76.06	M
Total 604495703800:					76.06	
08/11/2021	82118	Reliance Standard	August LTD Insurance	604-49571-1340	77.35	M

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495711340:					77.35
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	604-49571-2170	48.97
Total 604495712170:					48.97
08/12/2021	157069	Lake Shore Inn Nursing Home Inc.	Energy Management Program	604-49571-2320	305.00
08/12/2021	157070	Latham Place	Energy Management Program	604-49571-2320	125.00
08/12/2021	157093	Waseca County Community Services	Energy Management Program	604-49571-2320	155.00
08/12/2021	157095	Waseca County Courthouse	Energy Management Program	604-49571-2320	347.50
08/12/2021	157096	Waseca County Highway Department	Energy Management Program	604-49571-2320	115.00
Total 604495712320:					1,047.50
08/12/2021	20210594	Napa Auto Parts	Parts	604-49571-2400	7.12
Total 604495712400:					7.12
08/12/2021	20210581	Gopher State One-Call Inc	Location calls - July	604-49571-3100	63.90
08/12/2021	20210604	U.S. Bank - CC	Inspections Fees	604-49571-3100	36.00
Total 604495713100:					99.90
08/12/2021	82119	Verizon Wireless	Monthly Billing	604-49571-3200	80.02 M
Total 604495713200:					80.02
08/12/2021	157102	Xcel Energy	Territory Transfer	604-49571-4360	2,787.00
Total 604495714360:					2,787.00
08/11/2021	82118	Reliance Standard	August LTD Insurance	604-49572-1340	7.78 M
Total 604495721340:					7.78
08/11/2021	82118	Reliance Standard	August LTD Insurance	604-49573-1340	14.02 M
Total 604495731340:					14.02
08/12/2021	20210600	T & R Electric Inc.	transformer paint	604-49573-2230	53.44
Total 604495732230:					53.44
08/11/2021	82118	Reliance Standard	August LTD Insurance	604-49574-1340	3.94 M
Total 604495741340:					3.94
08/12/2021	82105	City of Waseca	July Utilities	604-49574-3800	110.59 M
08/12/2021	157103	Xcel Energy	July Service	604-49574-3800	486.66
Total 604495743800:					597.25
08/11/2021	82118	Reliance Standard	August LTD Insurance	604-49584-1340	2.96 M

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 604495841340:					2.96	
08/12/2021	82106	MN State Retirement System	Retirement Severance - Carlson	604-49585-1110	102.11	M
Total 604495851110:					102.11	
08/11/2021	82118	Reliance Standard	August LTD Insurance	604-49585-1340	28.42	M
Total 604495851340:					28.42	
08/12/2021	157073	Metro Sales Inc.	Maintenance agreement	604-49585-3000	200.59	
08/12/2021	157073	Metro Sales Inc.	Maintenance Agreement	604-49585-3000	37.46	
Total 604495853000:					238.05	
08/12/2021	20210592	MAS Communications Inc.	Answering service - August	604-49585-3200	52.98	
Total 604495853200:					52.98	
08/12/2021	157060	City of Waseca	Summit AR	604-49585-4320	230.60	
08/12/2021	157059	City of Waseca	Petty cash reimb	604-49585-4320	20.00	
Total 604495854320:					250.60	
08/11/2021	82118	Reliance Standard	August LTD Insurance	604-49586-1340	4.17	M
08/11/2021	82118	Reliance Standard	August LTD Insurance	604-49586-1340	5.63	M
08/11/2021	82118	Reliance Standard	August LTD Insurance	604-49586-1340	14.65	M
Total 604495861340:					24.45	
08/12/2021	157083	Shred-it USA LLC	Monthly service	604-49586-3100	18.00	
Total 604495863100:					18.00	
08/12/2021	20210590	Lenz Lawn Care & Landscaping Inc.	lawn restoration	604-49593-5300	3,117.00	
08/12/2021	20210590	Lenz Lawn Care & Landscaping Inc.	lawn restoration	604-49593-5300	1,014.00	
Total 604495935300:					4,131.00	
08/12/2021	20210600	T & R Electric Inc.	3phase pad mount - sales tax	604-49593-5400	587.54	
Total 604495935400:					587.54	
Total Electric Utility:					542,134.24	
Storm Water Utility						
08/11/2021	82118	Reliance Standard	August LTD Insurance	651-43140-1340	11.36	M
Total 651431401340:					11.36	
08/12/2021	82105	City of Waseca	July Utilities	651-43140-3800	77.81	M
Total 651431403800:					77.81	
08/12/2021	157099	Waseca Lakes Association	Clear Lake Clean up	651-43140-4000	10,000.00	

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
08/12/2021	20210608	Waseca Sand & Gravel Inc.	storm sewer repair	651-43140-4000	652.50	
Total 651431404000:					10,652.50	
08/12/2021	82106	MN State Retirement System	Retirement Severance - Carlson	651-49585-1110	16.06	M
Total 651495851110:					16.06	
08/11/2021	82118	Reliance Standard	August LTD Insurance	651-49585-1340	4.47	M
Total 651495851340:					4.47	
Total Storm Water Utility:					10,762.20	
Central Garage Services						
08/11/2021	82118	Reliance Standard	August LTD Insurance	701-43180-1340	39.19	M
Total 701431801340:					39.19	
08/12/2021	157067	Huber Supply Co Inc	tank rental	701-43180-2170	12.69	
08/12/2021	20210594	Napa Auto Parts	Parts	701-43180-2170	6.59	
08/12/2021	20210599	Share Corporation	cleaner	701-43180-2170	137.10	
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	701-43180-2170	17.23	
Total 701431802170:					173.61	
08/12/2021	20210570	Christensen Tire Service	New Tires	701-43180-2210	786.36	
08/12/2021	20210570	Christensen Tire Service	Tire Repair	701-43180-2210	44.10	
08/12/2021	157063	Deml Ford Lincoln Mercury Inc	clear parking brake fault	701-43180-2210	30.00	
08/12/2021	157063	Deml Ford Lincoln Mercury Inc	power outlet harness	701-43180-2210	53.09	
08/12/2021	157065	Environmental Products & Access LLC	camlock to tire thread	701-43180-2210	46.40	
08/12/2021	157068	Kris Engineering Inc.	milling bits	701-43180-2210	516.80	
08/12/2021	157068	Kris Engineering Inc.	Milling Bits	701-43180-2210	2,639.68	
08/12/2021	20210594	Napa Auto Parts	Parts	701-43180-2210	1,047.68	
08/12/2021	20210603	Truck Center Companies	coolant surge tank #20	701-43180-2210	185.19	
Total 701431802210:					5,349.30	
08/12/2021	20210594	Napa Auto Parts	Parts	701-43180-2400	5.97	
08/12/2021	20210607	Waseca Hardware LLC	Parts & Supplies	701-43180-2400	21.73	
Total 701431802400:					27.70	
08/12/2021	20210604	U.S. Bank - CC	Monthly diagnostic tool fee	701-43180-3100	149.00	
Total 701431803100:					149.00	
Total Central Garage Services:					5,738.80	
Property and Liability Insuran						
08/12/2021	20210578	First National Insurance	August Agency Fee	702-49955-3000	800.00	
Total 702499553000:					800.00	
Total Property and Liability Insuran:					800.00	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Worker's Compensation Insuranc					
08/06/2021	157040	League of MN Cities Insurance Trust	3rd Qtr Work Comp	703-49956-1510	77,393.00
Total 703499561510:					77,393.00
Total Worker's Compensation Insuranc:					77,393.00
Equipment Replacement Fund					
08/12/2021	20210580	Frontier Precision Inc.	New GPS Equipment	705-49941-5400	34,073.24
Total 705499415400:					34,073.24
Total Equipment Replacement Fund:					34,073.24
Grand Totals:					1,962,359.14

Report Criteria:

Report type: GL detail

[Report].Amount = {<>} 0

RESOLUTION NO. 21-40

**A RESOLUTION OF THE WASECA CITY COUNCIL
APPROVING APPLICATION TO CONDUCT ON-SITE GAMBLING
FOR WASECA HOCKEY ASSOCIATION**

WHEREAS, Waseca Hockey Association has presented a MN Lawful Gambling Application to Conduct On-Site Gambling at the following location in the City of Waseca:

**The Bar on Main
100 North State Street, Waseca, MN**

WHEREAS, the City Council is required to pass a resolution specifically approving or denying the application.

NOW, THEREFORE, BE IT RESOLVED, the Waseca City Council approves a MN Lawful Gambling Application to Conduct On-Site Gambling to Waseca Hockey Association at The Bar on Main, 100 North State Street.

Adopted this 17th day of August, 2021.

R. D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO CITY MANAGER

Title:	AUTHORIZATION OF A STATE AIRPORTS FUND GRANT AGREEMENT		
Meeting Date:	August 17, 2021	Agenda Item Number:	6D
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Resolution 21-41 MnDOT Agreement
Originating Department:	Engineering	Presented By:	Consent Agenda
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to approve Resolution 21-41 authorizing a MnDOT grant agreement for airport improvements.		
How does this item pertain to Vision 2030 goals?	Creating high quality community assets.		

BACKGROUND: On August 3, 2021, the Waseca Municipal Airport was awarded an FAA grant in the amount of \$81,600 for the design of a new Multi-Unit T-Hangar. This grant matches the amount of the professional engineering design services agreement authorized on April 20, 2021, between the City and TKDA, the City's contracted airport consultant. Because the State of Minnesota (MnDOT) is responsible for administering federal grants, an agreement must be executed with them before any work can begin.

BUDGET IMPACT: None.

RECOMMENDATION: Staff recommends the Waseca City Council approve Resolution 21-41 authorizing a MnDOT grant agreement for airport improvements.

RESOLUTION 21-41

AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT FOR AIRPORT IMPROVEMENT EXCLUDING LAND ACQUISITION

It is resolved by the **City of Waseca** as follows:

1. That the state of Minnesota Agreement No. **1048180**,

"Grant Agreement for Airport Improvement Excluding Land Acquisition," for

State Project No. **A8101-34** at the **Waseca Municipal Airport** is accepted.

2. That the City Manager and Mayor are
(Title) (Title)

authorized to execute this Agreement and any amendments on behalf of the

City of Waseca.

CERTIFICATION

STATE OF MINNESOTA

COUNTY OF WASECA

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

Waseca City Council

(Name of the Recipient)

at an authorized meeting held on the 17th day of August, 2021

as shown by the minutes of the meeting in my possession.

Signature: _____
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

NOTARY PUBLIC

My Commission Expires: _____

**STATE OF MINNESOTA
STATE AIRPORTS FUND
GRANT AGREEMENT**

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and the **City of Waseca** ("Grantee").

RECITALS

1. Minnesota Statutes Chapter 360 authorizes State to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, marketing, maintenance, or operation of airports and other air navigation facilities.
2. Grantee owns, operates, controls, or desires to own an airport ("Airport") in the state system, and Grantee desires financial assistance from the State for an airport improvement project ("Project").
3. Grantee represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State. Pursuant to [Minn.Stat. §16B.98](#), Subd.1, Grantee agrees to minimize administrative costs as a condition of this agreement.

AGREEMENT TERMS

1 Term of Agreement, Survival of Terms, and Incorporation of Exhibits

- 1.1 **Effective Date.** This agreement will be effective on August 6, 2021, or the date the State obtains all required signatures under [Minn. Stat. §16B.98](#), Subd. 5, whichever is later. As required by [Minn.Stat. §16B.98](#) Subd. 7, no payments will be made to Grantee until this agreement is fully executed. Grantee must not begin work under this agreement until this agreement is fully executed and Grantee has been notified by the State's Authorized Representative to begin the work.
- 1.2 **Expiration Date.** This agreement will expire on December 31, 2025, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this agreement, including, without limitation, the following clauses: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 11. Workers Compensation; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.
- 1.4 **Plans, Specifications, Descriptions.** Grantee has provided the State with the plans, specifications, and a detailed description of the Project **SP A8101-34**, which are on file with the State's Office of Aeronautics and are incorporated into this Agreement by reference.
- 1.5 **Exhibits: Exhibit 'A' – City of Waseca Grant Request Letter; Exhibit 'B' – Credit Application**

2 Grantee's Duties

- 2.1 Grantee will complete the Project in accordance with the plans, specifications, and detailed description of the Project, which are on file with the State's Office of Aeronautics. Any changes to the plans or specifications of the Project after the date of this Agreement will be valid only if made by written change order signed by the Grantee and the State. Subject to the availability of funds, the State may prepare an amendment to this Agreement to reimburse the Grantee for the allowable costs of qualifying change orders.
- 2.2 If the Project involves construction, Grantee will designate a registered engineer to oversee the Project work. If, with the State's approval, the Grantee elects not to have such services performed by a registered engineer, then the Grantee will designate another responsible person to oversee such work.
- 2.3 Grantee will notify State's Authorized Representative in advance of any meetings taking place relating to the Project.
- 2.4 Grantee will comply with all required grants management policies and procedures set forth through [Minn.Stat. §16B.97](#), Subd. 4 (a) (1).
- 2.5 **Asset Monitoring.** If Grantee uses funds obtained by this agreement to acquire a capital asset, the Grantee is required to use that asset for a public aeronautical purpose for the normal useful life of the asset. Grantee may not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this agreement without the

prior written consent of the State and an agreement executed and approved by the same parties who executed and approved this agreement, or their successors in office.

- 2.6 Airport Operations, Maintenance, and Conveyance.** Pursuant to Minnesota Statutes Section 360.305, subdivision 4 (d) (1), the Grantee will operate the Airport as a licensed, municipally-owned public airport at all times of the year for a period of **20 years** from the date the Grantee receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only. Without prior written approval from the State, Grantee will not transfer, convey, encumber, assign, or abandon its interest in the airport or in any real or personal property that is purchased or improved with State funds. If the State approves such a transfer or change in use, the Grantee must comply with such conditions and restrictions as the State may place on such approval. The obligations imposed by this clause survive the expiration or termination of this Agreement.

3 Time

- 3.1** Grantee must comply with all the time requirements described in this agreement. In the performance of this grant agreement, time is of the essence.

4 Cost and Payment

- 4.1 Cost Participation.** Costs for the Project will be proportionate and allocated as follows:

<u>Item Description</u>	<u>Federal Share</u>	<u>State Share</u>	<u>Grantee Share</u>
Hangar Construction (Phase I Design)	100%	0%	0%
Federal Committed:	<u>\$ 81,600.00</u>		
State:	<u>\$ 0.00</u>		
Grantee:	<u>\$ 0.00</u>		

Federal funds are not committed and are only available after being made so by the U.S. Government. Federal funds for the Project will be received and disbursed by the State. In the event federal reimbursement becomes available or is increased for the Project, the State will be entitled to recover from such federal funds an amount not to exceed the state funds advanced for this Project. No more than 95% of the amount due under this Agreement will be paid by the State until the State determines that the Grantee has complied with all terms of this Agreement and furnished all necessary records.

- 4.2 Travel Expenses.** No travel Expenses are authorized for this project. The Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state at the current Minnesota Department of Transportation Reimbursement Rates for Travel Expenses.
- 4.3 Sufficiency of Funds.** Pursuant to Minnesota Rules 8800.2500, the Grantee certifies that (1) it presently has available sufficient unencumbered funds to pay its share of the Project; (2) the Project will be completed without undue delay; and (3) the Grantee has the legal authority to engage in the Project as proposed.
- 4.4 Total Obligation.** The total obligation of the State for all compensation and reimbursements to Grantee under this agreement will not exceed **\$ 81,600.00.**

4.5 Payment

- 4.5.1 Invoices.** Grantee will submit invoices for payment by Credit Application, Exhibit 'B', which is attached and incorporated into this agreement and can also be found at <http://www.dot.state.mn.us/aero/airportdevelopment/documents/creditappinteractive.pdf>, is the form Grantee will use to submit invoices. The State's Authorized Representative, as named in this agreement, will review each invoice against the approved grant budget and grant expenditures to-date before approving

payment. The State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices will be submitted timely and according to the following schedule:

As work progresses on a monthly schedule.

4.5.2 All Invoices Subject to Audit. All invoices are subject to audit, at State's discretion.

4.5.3 State's Payment Requirements. State will promptly pay all valid obligations under this agreement as required by Minnesota Statutes §16A.124. State will make undisputed payments no later than 30 days after receiving Grantee's invoices for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Grantee within ten days of discovering the error. After State receives the corrected invoice, State will pay Grantee within 30 days of receipt of such invoice.

4.5.4 Grantee Payment Requirements. Grantee must pay all contractors under this agreement promptly. Grantee will make undisputed payments no later than 30 days after receiving an invoice. If an invoice is incorrect, defective, or otherwise improper, Grantee will notify the contractor within ten days of discovering the error. After Grantee receives the corrected invoice, Grantee will pay the contractor within 30 days of receipt of such invoice.

4.5.5 Grant Monitoring Visit and Financial Reconciliation. During the period of performance, the State will make at least annual monitoring visits and conduct annual financial reconciliations of Grantee's expenditures.

4.5.5.1 The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided notice prior to any monitoring visit or financial reconciliation.

4.5.5.2 Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by State.

4.5.5.3 At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.

4.5.6 Closeout. The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

4.5.7 Closeout Deliverables. At the close of the Project, the Grantee must provide the following deliverables to the State before the final payment due under this Agreement will be released by the State: (1) Electronic files of construction plans as a PDF and in a MicroStation compatible format; and (2) Electronic files of as-builts as a PDF and in a MicroStation compatible format.

4.6 Contracting and Bidding Requirements. Prior to publication, Grantee will submit to State all solicitations for work to be funded by this Agreement. Prior to execution, Grantee will submit to State all contracts and subcontracts funded by this agreement between Grantee and third parties. State's Authorized Representative has the sole right to approve, disapprove, or modify any solicitation, contract, or subcontract submitted by Grantee. All contracts and subcontracts between Grantee and third parties must contain all applicable provisions of this Agreement. State's Authorized Representative will respond to a solicitation, contract, or subcontract submitted by Grantee within ten business days.

5 Conditions of Payment

All services provided by Grantee under this agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law. In addition, Grantee will not receive payment for Airport's failure to pass periodic inspections by a representative of the State's Office of Aeronautics.

6 Authorized Representatives

6.1 The State's Authorized Representative are:

Luke Bourassa, South Region Airports Engineer; (luke.bourassa@state.mn.us) (651)508-0448 and/or **Brian Conklin**, Regional Airport Specialist Sr.; (brian.conklin@state.mn.us) (651)252-7658, or his successor. State's Authorized Representative has the responsibility to monitor Grantee's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2 Grantee's Authorized Representative is:

Nathen Willey, Director of Engineering; (507) 835-9716

CityEngineer@ci.waseca.mn.us

City of Waseca Engineering Department

508 South State Street

Waseca, MN 56093-3033

If Grantee's Authorized Representative changes at any time during this agreement, Grantee will immediately notify the State.

7 Assignment Amendments, Waiver, and Grant Agreement Complete

7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.

7.2 **Amendments.** Any amendments to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.

7.3 **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or the State's right to subsequently enforce it.

7.4 **Grant Agreement Complete.** This grant agreement contains all negotiations and agreements between the State and Grantee. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

7.5 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

8 Liability

In the performance of this agreement, and to the extent permitted by law, Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this agreement by Grantee or Grantee's agents or employees. This clause will not be construed to bar any legal remedies Grantee may have for the State's failure to fulfill its obligations under this agreement.

9 State Audits

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of Grantee, or other party relevant to this grant agreement or transaction, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

10 Government Data Practices and Intellectual Property Rights

10.1 **Government Data Practices.** Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either Grantee or the State. If Grantee receives a request to release the data referred to in this section 10.1, Grantee must immediately notify the State. The State will give Grantee instructions concerning the release of the data to the requesting party before the data is released. Grantee's response to the request shall comply with applicable law.

10.2 Intellectual Property Rights.

Intellectual Property Rights. State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the Works and Documents created and paid for under this agreement. “Works” means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by Grantee, its employees, agents and subcontractors, either individually or jointly with others in the performance of this agreement. Works includes Documents. “Documents” are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks or other materials, whether in tangible or electronic forms, prepared by Grantee, its employees, agents or subcontractors, in the performance of this agreement. The Documents will be the exclusive property of State, and Grantee upon completion or cancellation of this agreement must immediately return all such Documents to State. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be “works made for hire.” Grantee assigns all right, title and interest it may have in the Works and the Documents to State. Grantee must, at the request of State, execute all papers and perform all other acts necessary to transfer or record the State’s ownership interest in the Works and Documents.

10.2.1 Obligations

10.2.1.1 **Notification.** Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by Grantee, including its employees and subcontractors, in the performance of this agreement, Grantee will immediately give State’s Authorized Representative written notice thereof and must promptly furnish State’s Authorized Representative with complete information and/or disclosure thereon.

10.2.1.2 **Representation.** Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of State and that neither Grantee nor its employees, agents or subcontractors retain any interest in and to the Works and Documents. Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless State, at Grantee’s expense, from any action or claim brought against State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorney fees. If such a claim or action arises, or in Grantee’s or State’s opinion is likely to arise, Grantee must, at State’s discretion, either procure for State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of State will be in addition to and not exclusive of other remedies provided by law.

11 Workers Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers’ compensation insurance coverage. The Grantee’s employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers’ Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State’s obligation or responsibility.

12 Publicity and Endorsement

12.1 **Publicity.** Any publicity regarding the subject matter of this agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State’s Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided

resulting from this grant agreement. All projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on the Grantee's website when practicable.

12.2 Endorsement. The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this agreement. Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination; Suspension

14.1 Termination by the State. The State may terminate this agreement at any time, with or without cause, upon written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 Termination for Cause. The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 Termination for Insufficient Funding. The State may immediately terminate this agreement if:

14.3.1 It does not obtain funding from the Minnesota Legislature; or

14.3.2 If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

14.4 Suspension. The State may immediately suspend this agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

15 Data Disclosure

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

16 Fund Use Prohibited. The Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Grantee from utilizing these funds to pay any party who might be disqualified or debarred after the Grantee's contract award on this Project. For a list of disqualified or debarred vendors, see www.mmd.admin.state.mn.us/debarredreport.asp.

17 Discrimination Prohibited by Minnesota Statutes §181.59. Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or

vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.

- 18 **Limitation.** Under this Agreement, the State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Grantee, however, the Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.
- 19 **Telecommunications Certification.** By signing this agreement, Contractor certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Contractor will not use funding covered by this agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Contractor will include this certification as a flow down clause in any contract related to this agreement.
- 20 **Title VI/Non-discrimination Assurances.** Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-ublic.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. State may conduct a review of the Grantee's compliance with this provision. The Grantee must cooperate with State throughout the review process by supplying all requested information and documentation to State, making Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by State.
- 21 **Additional Provisions**
[Intentionally left blank.]

STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15 and § 16C.05.

Signed: _____

Date: _____

SWIFT Contract/PO No(s). _____

GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: City Manager

Date: _____

By: _____

Title: Mayor

Date: _____

DEPARTMENT OF TRANSPORTATION

By: _____
(with delegated authority)

Title: _____

Date: _____

**DEPARTMENT OF TRANSPORTATION
OFFICE OF FINANCIAL MANAGEMENT – GRANT UNIT**

By: _____

Date: _____

**DEPARTMENT OF TRANSPORTATION
CONTRACT MANAGEMENT**

By: _____

Date: _____

Title:	RESOLUTION NO. 21-42: REPORT OF BIDS AND AWARDING THE CONTRACT FOR THE 2021 WATER MAIN IMPROVEMENTS PROJECT (CITY PROJECT NO. 2021-13)		
Meeting Date:	August 17, 2021	Agenda Item Number:	6E
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Resolution 21-42 Bid Tabulation
Originating Department:	Engineering	Presented By:	Consent Agenda
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Approve Resolution No. 21-42 awarding the contract for the 2021 Water Main Improvements Project to GM Contracting Inc.		
How does this item pertain to Vision 2030 goals?	Creating high quality community assets		

BACKGROUND: Due to lower than expected bids on two recent water main projects, there was funding available to complete additional water main replacement along 14th Avenue NW where numerous water main breaks have recently occurred. This project also includes two spot repairs on 8th Street SE which are necessary ahead of next year's street rehabilitation and reconstruction project.

On August 12, 2021, a total of five (5) bids were received (see attached bid tabulation) with the lowest responsible bid from GM Contracting Inc. in the amount of \$118,678.76.

BUDGET IMPACT: The low bid is \$13,791.76 higher than the engineer's estimate of \$104,887.00 and this project will be funded by the water utility. City staff completed the design and will also be performing the inspection.

RECOMMENDATION: Staff recommends the City Council adopt Resolution No. 21-42 reporting the bids and authorizing the City Manager to award the contract for the 2021 Water Main Improvements Project (City Project No. 2021-13) to GM Contracting Inc. in the amount of \$118,678.76.

RESOLUTION NO. 21-42

**REPORT OF BIDS AND AWARDING THE CONTRACT FOR THE
2021 WATER MAIN IMPROVEMENTS PROJECT
(CITY PROJECT NO. 2021-13)**

WHEREAS, bids for construction of the 2021 Water Main Improvements Project were received and tabulated, and;

WHEREAS, the lowest responsible bid was from GM Contracting Inc. of Lake Crystal, Minnesota, in the amount of \$118,678.76.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Waseca that the City Manager, or his designee, is hereby authorized and directed to enter into a contract with said bidder for the construction of the 2021 Water Main Improvements Project.

Adopted this 17th day of August, 2021.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

2021 Water Main Improvements Project
City of Waseca, MN
Bid Opening: 10:00 am, August 12, 2021

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					Engineer's Estimate		GM Contracting Inc.		James Bros. Const.	
No.	Code	Item Description	Units	Quantity	Unit Price	Totals	Unit Price	Totals	Unit Price	Totals
MOBILIZATION AND TRAFFIC CONTROL										
1	2021.501	MOBILIZATION	LS	1	\$5,000.00	\$5,000.00	\$17,500.00	\$17,500.00	\$10,300.00	\$10,300.00
2	2563.603	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$3,000.00	\$3,000.00	\$2,625.00	\$2,625.00
14TH AVENUE NW										
3	2104.502	REMOVE EXISTING GATE VALVE AND BOX	EA	3	\$250.00	\$750.00	\$275.00	\$825.00	\$200.00	\$600.00
4	2104.503	REMOVE EXISTING WATER MAIN	LF	70	\$5.00	\$350.00	\$4.50	\$315.00	\$12.00	\$840.00
5	2104.503	REMOVE CURB & GUTTER	LF	49	\$10.00	\$490.00	\$3.00	\$147.00	\$5.00	\$245.00
6	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	36	\$12.00	\$432.00	\$6.00	\$216.00	\$10.00	\$360.00
7	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	146	\$5.00	\$730.00	\$2.25	\$328.50	\$3.00	\$438.00
8	2104.509	REMOVE EXISTING HYDRANT AND GATE VALVE	EA	1	\$400.00	\$400.00	\$300.00	\$300.00	\$500.00	\$500.00
9	2104.519	REMOVE CONCRETE WALK	SF	66	\$2.50	\$165.00	\$1.15	\$75.90	\$2.00	\$132.00
10	2503.603	PLUG, FILL AND ABANDON WATER MAIN	LF	347	\$10.00	\$3,470.00	\$3.05	\$1,058.35	\$4.20	\$1,457.40
11	2504.602	CONNECT TO EXISTING WATER MAIN	EA	3	\$1,250.00	\$3,750.00	\$2,663.00	\$7,989.00	\$1,564.00	\$4,692.00
12	2504.602	INSTALL HYDRANT & VALVE	EA	1	\$6,750.00	\$6,750.00	\$5,825.20	\$5,825.20	\$7,123.00	\$7,123.00
13	2504.602	6" GATE VALVE AND BOX	EA	3	\$2,250.00	\$6,750.00	\$2,622.50	\$7,867.50	\$2,310.00	\$6,930.00
14	2504.602	6" WET TAP	EA	1	\$7,500.00	\$7,500.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00
15	2504.602	FURNISH & INSTALL ZINC ANODE BAG	EA	2	\$350.00	\$700.00	\$150.33	\$300.66	\$450.00	\$900.00
16	2504.602	CONNECT SERVICE TO WATER MAIN 1" (INCLUDES CORP.)	EA	1	\$450.00	\$450.00	\$725.00	\$725.00	\$850.00	\$850.00
17	2504.602	CONNECT SERVICE TO WATER MAIN 1 1/2" (INCLUDES CORP.)	EA	2	\$600.00	\$1,200.00	\$863.00	\$1,726.00	\$1,000.00	\$2,000.00
18	2504.602	CONNECT SERVICE TO WATER MAIN 2" (INCLUDES CORP.)	EA	1	\$650.00	\$650.00	\$976.00	\$976.00	\$1,075.00	\$1,075.00
19	2504.602	1 1/2" CURB STOP AND STAND PIPE	EA	1	\$500.00	\$500.00	\$828.76	\$828.76	\$625.00	\$625.00
20	2504.602	2"" CURB STOP AND STAND PIPE	EA	1	\$600.00	\$600.00	\$960.84	\$960.84	\$765.00	\$765.00
21	2504.603	1" TYPE PE PIPE	LF	10	\$30.00	\$300.00	\$35.34	\$353.40	\$33.00	\$330.00
22	2504.603	1 1/2" TYPE PE PIPE	LF	20	\$35.00	\$700.00	\$38.40	\$768.00	\$42.00	\$840.00
23	2504.603	2" TYPE PE PIPE	LF	98	\$40.00	\$3,920.00	\$39.61	\$3,881.78	\$25.00	\$2,450.00
24	2504.603	6" PVC C900 WATER MAIN PIPE	LF	405	\$35.00	\$14,175.00	\$42.45	\$17,192.25	\$49.90	\$20,209.50
25	2504.608	WATER MAIN FITTINGS	LB	176	\$10.00	\$1,760.00	\$17.49	\$3,078.24	\$19.00	\$3,344.00
26	2573.502	STORM DRAIN INLET PROTECTION	EA	1	\$350.00	\$350.00	\$80.00	\$80.00	\$210.00	\$210.00
27	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LF	75	\$6.00	\$450.00	\$2.50	\$187.50	\$5.25	\$393.75
28	2575.504	SODDING TYPE LAWN	SY	1,049	\$10.00	\$10,490.00	\$7.25	\$7,605.25	\$12.60	\$13,217.40
8TH STREET SE										
29	2104.502	REMOVE EXISTING GATE VALVE AND BOX	EA	2	\$250.00	\$500.00	\$275.00	\$550.00	\$200.00	\$400.00
30	2104.503	REMOVE EXISTING WATER MAIN	LF	43	\$5.00	\$215.00	\$4.50	\$193.50	\$12.00	\$516.00
31	2104.503	REMOVE CURB & GUTTER	LF	16	\$10.00	\$160.00	\$3.00	\$48.00	\$5.00	\$80.00
32	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	207	\$5.00	\$1,035.00	\$3.25	\$672.75	\$3.00	\$621.00
33	2504.602	CONNECT TO EXISTING WATER MAIN	EA	7	\$1,250.00	\$8,750.00	\$1,450.00	\$10,150.00	\$1,564.00	\$10,948.00
34	2504.602	8" GATE VALVE AND BOX	EA	4	\$2,500.00	\$10,000.00	\$3,229.00	\$12,916.00	\$2,873.00	\$11,492.00
35	2504.602	6" GATE VALVE AND BOX	EA	1	\$2,250.00	\$2,250.00	\$2,866.00	\$2,866.00	\$2,310.00	\$2,310.00
36	2504.602	FURNISH & INSTALL ZINC ANODE BAG	EA	4	\$350.00	\$1,400.00	\$149.26	\$597.04	\$450.00	\$1,800.00
37	2504.603	8" PVC C900 WATER MAIN PIPE	LF	43	\$45.00	\$1,935.00	\$69.42	\$2,985.06	\$89.00	\$3,827.00
38	2504.608	WATER MAIN FITTINGS	LB	86	\$10.00	\$860.00	\$18.48	\$1,589.28	\$19.00	\$1,634.00
Base Bid Totals:						\$104,887.00	\$118,678.76		\$119,580.05	

2021 Water Main Improvements Project
City of Waseca, MN
Bid Opening: 10:00 am, August 12, 2021

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					WW Blacktopping Inc.		Holtmeier Const. Inc.		Heselton Const. LLC	
No.	Code	Item Description	Units	Quantity	Unit Price	Totals	Unit Price	Totals	Unit Price	Totals
MOBILIZATION AND TRAFFIC CONTROL										
1	2021.501	MOBILIZATION	LS	1	\$6,500.00	\$6,500.00	\$6,620.00	\$6,620.00	\$18,750.00	\$18,750.00
2	2563.603	TRAFFIC CONTROL	LS	1	\$4,500.00	\$4,500.00	\$3,000.00	\$3,000.00	\$8,250.00	\$8,250.00
14TH AVENUE NW										
3	2104.502	REMOVE EXISTING GATE VALVE AND BOX	EA	3	\$200.00	\$600.00	\$275.00	\$825.00	\$1,045.00	\$3,135.00
4	2104.503	REMOVE EXISTING WATER MAIN	LF	70	\$28.00	\$1,960.00	\$10.00	\$700.00	\$34.00	\$2,380.00
5	2104.503	REMOVE CURB & GUTTER	LF	49	\$5.50	\$269.50	\$20.00	\$980.00	\$10.00	\$490.00
6	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	36	\$13.00	\$468.00	\$26.10	\$939.60	\$20.00	\$720.00
7	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	146	\$6.10	\$890.60	\$26.20	\$3,825.20	\$12.25	\$1,788.50
8	2104.509	REMOVE EXISTING HYDRANT AND GATE VALVE	EA	1	\$605.00	\$605.00	\$650.00	\$650.00	\$1,400.00	\$1,400.00
9	2104.519	REMOVE CONCRETE WALK	SF	66	\$3.25	\$214.50	\$9.00	\$594.00	\$9.00	\$594.00
10	2503.603	PLUG, FILL AND ABANDON WATER MAIN	LF	347	\$7.50	\$2,602.50	\$9.35	\$3,244.45	\$4.25	\$1,474.75
11	2504.602	CONNECT TO EXISTING WATER MAIN	EA	3	\$1,250.00	\$3,750.00	\$1,778.20	\$5,334.60	\$1,640.00	\$4,920.00
12	2504.602	INSTALL HYDRANT & VALVE	EA	1	\$7,000.00	\$7,000.00	\$6,673.20	\$6,673.20	\$7,300.00	\$7,300.00
13	2504.602	6" GATE VALVE AND BOX	EA	3	\$3,000.00	\$9,000.00	\$2,110.60	\$6,331.80	\$2,365.00	\$7,095.00
14	2504.602	6" WET TAP	EA	1	\$1,350.00	\$1,350.00	\$4,338.45	\$4,338.45	\$3,300.00	\$3,300.00
15	2504.602	FURNISH & INSTALL ZINC ANODE BAG	EA	2	\$350.00	\$700.00	\$224.65	\$449.30	\$500.00	\$1,000.00
16	2504.602	CONNECT SERVICE TO WATER MAIN 1" (INCLUDES CORP.)	EA	1	\$750.00	\$750.00	\$453.10	\$453.10	\$1,500.00	\$1,500.00
17	2504.602	CONNECT SERVICE TO WATER MAIN 1 1/2" (INCLUDES CORP.)	EA	2	\$920.00	\$1,840.00	\$557.30	\$1,114.60	\$1,650.00	\$3,300.00
18	2504.602	CONNECT SERVICE TO WATER MAIN 2" (INCLUDES CORP.)	EA	1	\$1,250.00	\$1,250.00	\$669.75	\$669.75	\$1,865.00	\$1,865.00
19	2504.602	1 1/2" CURB STOP AND STAND PIPE	EA	1	\$865.00	\$865.00	\$747.20	\$747.20	\$1,065.00	\$1,065.00
20	2504.602	2"" CURB STOP AND STAND PIPE	EA	1	\$985.00	\$985.00	\$879.65	\$879.65	\$1,645.00	\$1,645.00
21	2504.603	1" TYPE PE PIPE	LF	10	\$50.00	\$500.00	\$77.70	\$777.00	\$215.00	\$2,150.00
22	2504.603	1 1/2" TYPE PE PIPE	LF	20	\$55.00	\$1,100.00	\$86.70	\$1,734.00	\$195.00	\$3,900.00
23	2504.603	2" TYPE PE PIPE	LF	98	\$60.00	\$5,880.00	\$69.95	\$6,855.10	\$56.00	\$5,488.00
24	2504.603	6" PVC C900 WATER MAIN PIPE	LF	405	\$45.00	\$18,225.00	\$57.60	\$23,328.00	\$92.00	\$37,260.00
25	2504.608	WATER MAIN FITTINGS	LB	176	\$30.00	\$5,280.00	\$15.95	\$2,807.20	\$15.00	\$2,640.00
26	2573.502	STORM DRAIN INLET PROTECTION	EA	1	\$125.00	\$125.00	\$175.00	\$175.00	\$175.00	\$175.00
27	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LF	75	\$3.00	\$225.00	\$5.00	\$375.00	\$8.00	\$600.00
28	2575.504	SODDING TYPE LAWN	SY	1,049	\$12.00	\$12,588.00	\$12.00	\$12,588.00	\$13.75	\$14,423.75
8TH STREET SE										
29	2104.502	REMOVE EXISTING GATE VALVE AND BOX	EA	2	\$605.00	\$1,210.00	\$275.00	\$550.00	\$1,300.00	\$2,600.00
30	2104.503	REMOVE EXISTING WATER MAIN	LF	43	\$28.00	\$1,204.00	\$10.00	\$430.00	\$35.00	\$1,505.00
31	2104.503	REMOVE CURB & GUTTER	LF	16	\$5.50	\$88.00	\$20.00	\$320.00	\$23.00	\$368.00
32	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	207	\$7.10	\$1,469.70	\$25.80	\$5,340.60	\$10.00	\$2,070.00
33	2504.602	CONNECT TO EXISTING WATER MAIN	EA	7	\$1,250.00	\$8,750.00	\$1,871.90	\$13,103.30	\$1,635.00	\$11,445.00
34	2504.602	8" GATE VALVE AND BOX	EA	4	\$3,600.00	\$14,400.00	\$2,673.00	\$10,692.00	\$3,000.00	\$12,000.00
35	2504.602	6" GATE VALVE AND BOX	EA	1	\$3,000.00	\$3,000.00	\$2,110.60	\$2,110.60	\$2,360.00	\$2,360.00
36	2504.602	FURNISH & INSTALL ZINC ANODE BAG	EA	4	\$350.00	\$1,400.00	\$224.65	\$898.60	\$500.00	\$2,000.00
37	2504.603	8" PVC C900 WATER MAIN PIPE	LF	43	\$50.00	\$2,150.00	\$68.40	\$2,941.20	\$84.00	\$3,612.00
38	2504.608	WATER MAIN FITTINGS	LB	86	\$35.00	\$3,010.00	\$14.15	\$1,216.90	\$15.00	\$1,290.00
Base Bid Totals:						\$126,704.80	\$134,612.40		\$177,859.00	

August 3, 2021

To Mayor Roy Srp & Waseca City Council,

Sacred Heart Church requests permission for 4th St. NW (from 2nd Ave NW to Old Hwy 14 W) to be temporarily blocked off from 3:00 pm on Wednesday, September 15, 2021 to 10:00 am Monday, September 20, 2021. This closure is needed to allow for the set-up of the Fall Festival Tent in preparation for our annual three day Fall Festival. We require the allotted time to allow volunteers to complete set up and take down of the tent.

This request is being sent with our request for a temporary on sale liquor license to cover the period from September 16-19, 2021.

We extend an invitation for all to come and join us for a weekend full of great food, good music, games, prizes, activities, and fun for all ages.

Sincerely,

William Kasper

Sacred Heart Parish Administrator



U.S. Department of Justice
Federal Bureau of Prisons
Federal Correctional Institution

Office of the Warden

Waseca, Minnesota 56093-0741

October 27, 2015

MEMORANDUM FOR SARA M. REVELL, REGIONAL DIRECTOR
NORTH CENTRAL REGIONAL OFFICE

FROM:


Julie A. Nicklin, Warden


SUBJECT:

Memorandum of Understanding Between the
Federal Correctional Institution, Waseca, Minnesota
and Waseca Police Department

We are requesting approval to enter into an intergovernmental agreement with the Waseca Police Department. The proposed agreement would allow assistance to be provided between the Waseca Police Department and FCI Waseca in the event of an institution emergency. Attached you will find a proposed Memorandum of Understanding between the Federal Correctional Institution, Waseca, Minnesota, and the Waseca Police Department. I have reviewed the MOU and concluded the same is consistent with Bureau of Prison's policy.

After review is completed, please return the documents to this office with approval or suggested revisions. If you have any questions or require additional information, please do not hesitate to contact me.

Reviewed by:


Rick Schott, Regional Counsel

11/3/15
Date

Approved by:


Sara M. Revell, Regional Director

11/3/15
Date

MEMORANDUM OF UNDERSTANDING

BETWEEN

**Federal Correctional Institution – Waseca Minnesota
Federal Bureau of Prisons
United States Department of Justice**

AND

City of Waseca, Waseca Police Department – Waseca Minnesota

for mutual emergency assistance

Pursuant to relevant authority contained in federal and state laws appropriate to the nature and scope of the emergency, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. Chapter 68 (Stafford Act), e.g., Sections 5170(a), (b); the Law Enforcement Emergency Assistance Act, 42 U.S.C. Chapter 111; and the Pandemic and All Hazards Preparedness Act, PL 109-417 (2006), amending sections of 42 U.S.C. that address public health emergencies, this Memorandum of Understanding "MOU" or "Agreement" is entered into between the Federal Bureau of Prisons (BOP) Federal Correctional Institution, Waseca, Minnesota (FCI Waseca), in the United States Department of Justice (DOJ), and the Waseca Police Department – Waseca Minnesota, (WPD). The parties hereby agree as follows:

I. PURPOSE/SCOPE

- A. This Agreement is intended to provide for mutual assistance during a natural disaster and/or law enforcement emergency requiring prompt action and which is, or threatens to be, of such serious proportions that each party's resources alone are, or may be, inadequate to maintain the safety and security of the public, each party's prisoners/arrestees, and/or each party's staff.
- B. As further described herein, all emergency assistance to be provided by each party shall be immediate, short-term, and limited to operations that each party's staff are authorized to provide and for which they are trained and have expertise.
- C. This Agreement shall not affect any pre-existing, independent relationship or obligation between the parties on any other subject, or with any third party or parties.

- D. This Agreement supersedes any prior agreement between the parties on this same subject.

II. FCI WASECA ASSISTANCE TO WASECA POLICE DEPARTMENT

- A. Under current BOP authority and upon request from the Waseca Police Department, the BOP Regional Director may direct the Warden or his/her designee to provide:
1. BOP staff to act ONLY:
 - a) as advisors for technical assistance, e.g., consultants for hostage situations or pandemic control measures (18 U.S.C. 4042(a) (4)); OR
 - b) to search for escaped state/local prisoners/arrestees ONLY on BOP property (18 U.S.C. 4042(a) (1), (2)).
 2. Emergency preparedness training and joint training exercises (42 U.S.C. 4742) and/or the Pandemic and All Hazards Preparedness Act, PL 109-417 (2006), amending sections of 42 U.S.C. re: public health emergencies.
- B. Under the Emergency Federal Law Enforcement Assistance Act, 42 U.S.C. Chapter 111, and upon formal request by the state governor to DOJ pursuant to administrative procedures contained in 28 C.F.R. Part 65, DOJ may direct BOP to provide:
1. Any/all assistance listed above in section A.
 2. BOP staff to act in any capacity for which they are trained and have expertise, including medical support, and if approved by the Deputy Attorney General, a BOP Crisis Management Team, including a Special Operations Response Team (SORT), a Disturbance Control Team (DCT), or a Hostage Negotiation Team (HNT).
 3. Detention/Perimeter Security. Due to limited arrest authority, BOP staff may not take sole custody of WPD suspects under arrest or perform perimeter security duties at the WPD's facility but may perform other non-contact duties to free WPD staff to perform these duties.
 4. Transportation. BOP vehicles and drivers may transport WPD suspects under arrest.

- a. Ordinarily, WPD staff shall be present to maintain custody/supervision of WPD's arrested suspects being transported.
 - b. BOP staff may take sole custody of the WPD's suspects under arrest being transported ONLY if state law allows BOP staff to be deputized.
- 5. Supplies and equipment, including blankets, food, water, clothing, medical supplies, and temporary use of large or specialized equipment.
 - a. Clothing with BOP insignia may not be loaned to or worn by non-BOP employees.
 - b. Large or specialized equipment and vehicles shall be operated by BOP staff or by WPD staff only if WPD officials have indicated its staff is competent to use the equipment.
- 6. Weapons, ammunition, and chemical agents.
 - a. Weapons, ammunition, and chemical agents may be provided to WPD staff only if WPD officials have indicated its staff is competent to use such weapons, ammunition, and chemical agents.
 - b. BOP staff may not use weapons, ammunition or chemical agents to assist WPD staff without obtaining approval of the Deputy Attorney General or, in extraordinary circumstances, if the Director of the BOP concludes that delay to obtain approval would result in death or serious bodily injury to WPD staff or inmate hostages. All use of force by BOP staff must be consistent with DOJ/BOP policy.
- C. Under the Stafford Act, upon Presidential declaration of a major disaster and coordination with DOJ implementing ESF 13 of the 2004 National Response Plan, the Federal Emergency Management Agency (FEMA) may provide federal disaster relief funds to BOP by issuing Mission Assignments, pursuant to procedures contained in 44 C.F.R. Part 206, directing BOP to provide:
 - 1. Any/all assistance listed above in section B.

III. WASECA POLICE DEPARTMENT ASSISTANCE TO FCI WASECA

- A.** Upon request from the Warden or his/her designee, Waseca Police Department staff may provide assistance to BOP staff responding to disturbances, escapes, or any other natural or man-made emergency affecting the safety, security, and good order of the BOP institution. Operational details for specific assistance shall be determined at the time of the emergency.
- B.** Under no circumstances will WPD staff:
 - 1. Have command authority on site; or
 - 2. Enter the secure perimeter. Because the WPD staff cannot bring any type of weapon into the secure perimeter of the BOP institution, the WPD staff will remain outside of the institution at all times.
- C.** Exercise traffic control according to their responsive procedures and agrees to conduct patrol, tracking and apprehension procedures in coordination with activities of FCI Waseca and the US Marshal Service.

IV. REIMBURSEMENT

- 1. In accordance with each party's financial management policy at the time of the emergency, and the statute authorizing the assistance, ordinarily the party requesting assistance shall reimburse the party providing assistance for unfunded costs of resources expended and/or damaged during the emergency, including personnel employed beyond resolution of the initial emergency.
- 2. Any reimbursement to BOP by WPD for unfunded expenses incurred in rendering Stafford Act assistance directed in FEMA Mission Assignments shall not be more than 25% of the total cost, per 42 U.S.C. 5170b(b).
- 3. Nothing contained herein shall be construed to violate the Anti-Deficiency Act, 31 U.S.C. 1341, or relevant state law, by obligating the parties to any expenditure or obligation of funds in excess or in advance of appropriations.

V. GENERAL PROVISIONS

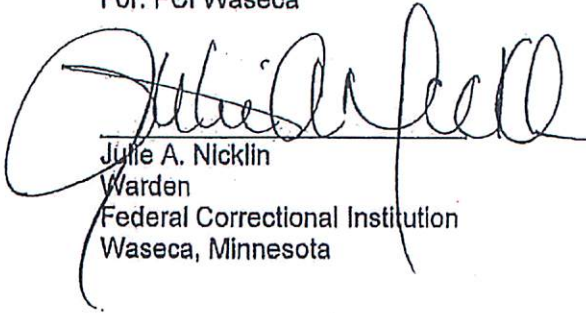
- A. PERIOD OF AGREEMENT/TERMINATION**

1. This Agreement becomes effective upon the date of the last signature of authorized officials of both parties, as designated below, and shall remain in effect for five (5) years unless terminated sooner by mutual written agreement or by either party upon 60 days advanced written notice to the other party.
 2. This Agreement shall remain in effect during the term in office of any successor leadership of either party unless terminated or modified.
- B. MODIFICATION PROCEDURES.** Either party may propose to modify and/or extend this Agreement at any time. All proposed modifications or extensions shall be in writing and shall become effective only upon the written concurrence of both parties.
- C. SURVIVAL AND SEVERABILITY**
1. The provisions of this Agreement which require performance after termination of this Agreement shall remain in force notwithstanding termination of this Agreement.
 2. If any provisions of this Agreement are determined to be invalid or unenforceable, the remaining provisions shall continue in force and unaffected to the fullest extent permitted by law and regulation.
- D. LIABILITY AND INDEMNIFICATION**
1. Each party shall be responsible for any liability arising from its own conduct and retain immunity and all defenses available to them pursuant to federal and state law, including immunity provided in 42 U.S.C. 5148 for Stafford Act assistance rendered by the BOP. Neither party agrees to insure, defend, or indemnify the other party.
 2. Each party shall cooperate with the other party in the investigation and resolution of administrative claims and/or litigation arising from conduct related to the provisions of this Agreement.
- E. DISPUTE RESOLUTION.** In the event of a dispute between the parties, the parties agree that they will use their best efforts to resolve that dispute in an informal fashion through consultation and communication, or other form of non-binding alternative dispute resolution (ADR) mutually acceptable to the parties.

- F. THIRD PARTY CLAIMS.** This Agreement is for the sole and exclusive benefit of the signatory parties, and shall not be construed to bestow any legal right or benefit upon any other persons or entities.
- G. CONTACT INFORMATION:** The contact person for assistance or notification for FCI Waseca will be the Captain 507-837-4551 or Operations Lieutenant 507-833-9511. The contact person for the WPD will be the Chief of Police or designee.

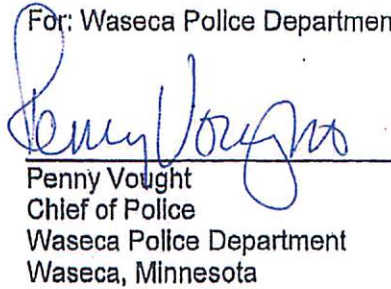
In Witness Whereof, the undersigned, duly-authorized officers hereby subscribe their names on behalf of the Federal Correctional Institution Waseca Minnesota and the Waseca Police Department

For: FCI Waseca


Julie A. Nicklin
Warden
Federal Correctional Institution
Waseca, Minnesota

11/5/15
Date

For: Waseca Police Department


Penny Vought
Chief of Police
Waseca Police Department
Waseca, Minnesota

11/18/15
Date



U.S. Department of Justice
Federal Bureau of Prisons
Federal Correctional Institution

Office of the Warden

Waseca, Minnesota 56093-0741

July 2, 2021

MEMORANDUM FOR BARB VON BLANCKENSEE, REGIONAL DIRECTOR
 NORTH CENTRAL REGION

FROM: M. Starr, Warden
 FCI Waseca

SUBJECT: **Inter-Governmental Agreement**
 Waseca Police Department

I am requesting approval to enter into an Inter-Governmental Agreement (IGA) with the Waseca Police Department. The proposed agreement would allow assistance to be provided between the Waseca Police Department and FCI Waseca in the event of an institution emergency. Attached you will find a proposed Inter-Governmental Agreement between the Federal Correctional Institution, Waseca, Minnesota, and the Waseca Police Department. I have reviewed the IGA and concluded the same is consistent with Bureau of Prison's policy

After review is completed, please return the documents to this office with approval or suggested revisions. If you have any question or require any additional information, please do not hesitate to contact me.

REVIEWED BY:

Richard M. Winter, Regional Counsel

Date

REVIEWED AND APPROVED BY:

Barb von Blanckensee, Regional Director, NCR

Date

INTER-GOVERNMENTAL AGREEMENT

BETWEEN

THE UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF PRISONS

FCI Waseca

Waseca, MN

AND

City of Waseca, Waseca Police Department

Waseca, MN

For Mutual Emergency Assistance

Pursuant to relevant authority contained in federal and state laws appropriate to the nature and scope of the emergency, 18 U.S.C. § 4001(b)(2) and 18 U.S.C. § 4042(a)(2), (3), this Inter-Governmental Agreement, "IGA" or "Agreement", is entered into by and between the United States Department of Justice, "DOJ", Federal Bureau of Prisons, "BOP", United States, Federal Correctional Institution, Waseca, Minnesota, hereinafter referred to as "FCI Waseca", and the Waseca Police Department, Waseca, Minnesota, hereinafter referred to as "WPD", who hereby agree as follows:

I. PURPOSE AND SCOPE:

A. This Agreement is intended to provide for mutual assistance during a natural disaster and/or law enforcement emergency requiring prompt action and which is, or threatens to be, of such serious proportions that each party's resources alone are, or may be, inadequate to maintain the safety and security of the public, each party's prisoners, and/or each party's staff.

B. As further described herein, all emergency assistance to be provided by each party shall be immediate, short-term, and limited to operations that each party's staff are authorized to provide and for which they are trained and have expertise.

Page 1 of 8

C. This Agreement shall not affect any pre-existing, independent relationship, or obligation between the parties on any other subject, or with any third party or parties.

D. This Agreement supersedes any prior agreement between the parties on this same subject.

II. FCI WASECA ASSISTANCE TO WPD:

A. Under current BOP authority and upon request from WPD, the BOP Regional Director may direct the Warden or his/her designee to provide:

1. FCI Waseca staff to act ONLY:

a) as advisors for technical assistance, e.g., consultants for hostage situations or pandemic control measures (18 U.S.C. 4042(a)(4)); OR

b) to search for escaped state/local prisoners ONLY on BOP property (18 U.S.C. 4042(a)(1), (2)).

2. Transportation and/or temporary housing ONLY:

a) if state prisoners are sentenced prisoners, AND

b) if a "state boarder agreement" exists requiring full reimbursement to BOP by the state (18 U.S.C. 5003).

3. Volunteer inmate work details for community service projects (18 U.S.C. 3622(b); 28 C.F.R. 551.60).

4. Emergency preparedness training and joint training exercises pursuant to the Intergovernmental Personnel Program (42 U.S.C. 4742).

B. DOJ may direct BOP to provide:

1. Any/all assistance listed above in section A.

2. FCI Waseca staff to act in any capacity for which

they are trained and have expertise, including medical support, and if approved by the Deputy Attorney General, a BOP Crisis Management Team, including a Special Operations Response Team, "SORT"; a Disturbance Control Team, "DCT"; or a Crisis Negotiation Team, "CNT".

3. Detention/Perimeter Security: Due to limited arrest authority, FCI Waseca staff may not take sole custody of WPD prisoners or perform perimeter security duties at WPD facilities, but may perform other non-contact duties to free WPD staff to perform these duties.

4. Transportation: FCI Waseca vehicles and drivers may transport WPD prisoners, including pre-trial prisoners.

a. Ordinarily, WPD staff shall be present to maintain custody/supervision of WPD prisoners being transported;

b. FCI Waseca staff may take sole custody of WPD prisoners being transported ONLY if state law allows BOP staff to be deputized.

5. Supplies and equipment, including blankets, food, water, clothing, medical supplies, and temporary use of large or specialized equipment.

a. Clothing with BOP insignia may not be loaned to or worn by non-BOP employees;

b. Large or specialized equipment and vehicles shall be operated by BOP staff, or by WPD staff, only if WPD officials have indicated its staff is competent to use the equipment.

6. Weapons, ammunition, and chemical agents:

a. Weapons, ammunition, and chemical agents may be provided to WPD staff only if WPD officials have indicated that its staff are competent to use such weapons, ammunition, and chemical agents;

b. FCI Waseca staff may not use weapons, ammunition,
or

chemical agents to assist WPD staff without obtaining approval of the Deputy Attorney General, or, in extraordinary circumstances, if the Director of the BOP concludes that delay to obtain approval would result in death or serious bodily injury to WPD staff or inmate hostages. All use of force by BOP staff must be consistent with DOJ/BOP policy;

7. Use of BOP facilities, including temporary housing for WPD prisoners, including pre-trial prisoners. As soon as possible, operational details for housing WPD prisoners beyond the resolution of the initial emergency shall be documented in a separate agreement.

III. WPD ASSISTANCE TO FCI WASECA:

A. Upon request from the Warden or his/her designee, WPD staff may provide assistance to FCI Waseca staff responding to disturbances, escapes, or any other natural or man-made emergency affecting the safety, security, and good order of FCI Waseca. Operational details for specific assistance shall be determined at the time of the emergency.

B. Under no circumstances will WPD staff:

1. Have command authority on site; or

2. Bring any type of weapon into the secure perimeter of FCI Waseca.

C. Upon notification and when manpower allows, the WPD will assist FCI Waseca staff in locating and apprehending an escapee.

D. Escape flyers distributed to the local law enforcement agencies will be shared among law enforcement personnel to assist in the apprehension of the escapee. WPD may assist with traffic control, patrol, and apprehension procedures. WPD will exercise traffic control in accordance to its procedures, but agree to conduct patrols, apprehension procedures in coordination with the activities of FCI Waseca.

E. In the event of a disturbance where FCI Waseca deems it necessary to request assistance, WPD will provide perimeter assistance on State and County roads, and other assistance as needed.

IV. REIMBURSEMENT:

A. In accordance with each party's financial management policy at the time of the emergency, and the statute authorizing the assistance, ordinarily the party requesting assistance shall reimburse the party providing assistance for unfunded costs of resources expended and/or damaged during the emergency, including personnel employed beyond resolution of the initial emergency.

B. Nothing contained herein shall be construed to violate the Anti-Deficiency Act, 31 U.S.C. 1341, or relevant state law, by obligating the parties to any expenditure or obligation of funds in excess or in advance of appropriations.

V. GENERAL PROVISIONS:

A. PERIOD OF AGREEMENT/TERMINATION:

1. This Agreement shall become effective upon the date of the last signature of the authorized parties, as designated below, and shall remain in effect for a period of five years, unless terminated sooner by mutual consent of both parties, or by either party providing 30 days advanced written notice to the other party.

2. This Agreement shall remain in effect during the term in office of any Successive leadership of either party unless terminated or modified pursuant to the procedures described herein.

B. MODIFICATION PROCEDURES: Either party may propose to modify this Agreement at any time. All proposed modifications shall be in writing and shall become effective Only upon the written concurrence of both parties.

C. SURVIVAL AND SEVERABILITY:

Page 5 of 8

1. The provisions of this Agreement which require performance after termination of this Agreement shall remain in force notwithstanding termination of this Agreement.

2. If any provisions of this Agreement are determined to be invalid or unenforceable, the remaining provisions shall continue in force and unaffected to the fullest extent permitted by law and regulation.

D. LIABILITY AND INDEMNIFICATION:

1. Each party shall be responsible for any liability arising from its own conduct and retain immunity and all defenses available pursuant to federal and state law, Neither party agrees to insure, defend, or indemnify the other party.

2. Each party shall cooperate with the other party in the investigation and resolution of administrative claims and/or litigation arising from conduct related to the provisions of this Agreement.

3. Neither party shall be responsible for delays or failures in performance from acts beyond the reasonable control of the party, e.g., a natural or man-made disaster.

E. DISPUTE RESOLUTION: In the event of a dispute between the parties, the parties agree that they will use their best efforts to resolve that dispute in an informal fashion through consultation and communication, or other forms of non-binding alternative dispute resolution mutually acceptable to the parties.

F. THIRD PARTY CLAIMS: This Agreement is for the sole and exclusive benefit of the signatory parties, and shall not be construed to bestow any legal right or benefit upon any other persons or entities.

G. CONTACT INFORMATION: Each party shall provide to the other party a list of contact persons authorized to act as liaison with the other party to implement this Agreement and coordinate additional operational details. This list shall

include names, titles, telephone numbers, mailing/e-mail addresses, and be updated as necessary to reflect personnel Changes.

Contacts:

Captain Joseph Koch/or Staff Duty Officer
Federal Correctional Institution Waseca
P.O. Box 1731
Waseca, MN 56093
(507) 835-8972

Penny Vought, Chief of Police
Waseca County Police Department
303 S State Street
Waseca, MN 56093
(507) 835-9720

IN WITNESS WHEREOF, the undersigned, duly authorized officers have subscribed their names on behalf of the Waseca County Police Department and the Federal Bureau of Prisons, United States Federal Correctional Institution Waseca, Minnesota.

For the Waseca Police Department:

Penny Vought, Chief of Police
Waseca County Police Department
303 S State Street
Waseca, MN 56093
(507) 835-9720

Date

For the Federal Bureau of Prisons:

M. Starr, Warden
Federal Correctional Institution Waseca, MN
P.O. Box 1731
Waseca, MN 56093
(507) 835-8972

Date

Approved:

Al Rauschuber
Chief
Field Acquisition Office

Date

Title:	FINAL PAYMENT FOR THE STATE STREET SOUTH WATER MAIN IMPROVEMENTS – PHASE 2 PROJECT (CITY PROJECT NO. 2021-07)		
Meeting Date:	August 17, 2021	Agenda Item Number:	6H
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Pay Request No. 2 – Final
Originating Department:	Engineering	Presented By:	Consent Agenda
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to Approve Pay Request No. 2 - Final for the State Street South Water Main Improvements – Phase 2 Project (City Project No. 2021-07).		
How does this item pertain to Vision 2030 goals?	Creating high quality community assets.		

BACKGROUND: The work on the State Street South Water Main Improvements – Phase 2 Project has been completed and all work has been approved and accepted by staff. The project is ready for final acceptance and final payment. The total cost is \$221,016.54 and the original contract amount was \$204,115.50. The final payment will be released after the contractor has provided all required contractor and subcontractor affidavits.

BUDGET IMPACT: This project was budgeted as part of the water utility’s capital improvement plan and City staff performed the project inspection.

RECOMMENDATION: Staff recommends the Waseca City Council accept the work and approve Pay Request No. 2 - Final for the State Street South Water Main Improvements – Phase 2 Project (City Project No. 2021-07).

CONTRACT CONSTRUCTION PAYMENT REQUEST

DATE: AUGUST 4, 2021

TO: Mayor & City Council
Lee Mattson - City Manager

PROJECT NAME: STATE STREET SOUTH WATER MAIN IMPROVEMENTS - PHASE 2

CITY PROJECT NO: 2021-07

PAYMENT REQUEST: NO. 2 - FINAL

PAYMENT PERIOD: JULY 1, 2021 to JULY 9, 2021

CONTRACTOR: R.A.W. CONSTRUCTION, LLC

<u>CONTRACT</u>		<u>PAYMENT</u>	
Original Contract sum:	<u>\$ 204,115.50</u>	Contract Sum to date:	<u>\$ 221,016.54</u>
Change Orders		Total earned to date (Includes Change Orders)	<u>\$ 221,016.54</u>
Change Order No. 1 29-Jun-21	<u>\$ 8,845.00</u>	Retainage: N/A	<u>\$ -</u>
Change Order No. 2 28-Jul-20	<u>\$ (5,476.80)</u>	Total earned less retainage:	<u>\$ 221,016.54</u>
Change Order No. 3 28-Jul-20	<u>\$ 13,532.84</u>	Less previous payment requests:	<u>\$ 152,204.73</u>
Net change by change orders:	<u>\$ 16,901.04</u>	Payment due this request:	<u>\$ 68,811.82</u>
Contract Sum to date:	<u>\$ 221,016.54</u>	% Contract completed to date:	<u>100%</u>
		Amount remaining on contract:	<u>\$ -</u>
		Total Amount Due:	<u>\$ 68,811.82</u>

Approved By:

Jim Waring 8-11-21
Contractor Date

Nathan Willey 8-11-21
City Engineer Date

Michael Fischer 8/12/2021
Director of Finance Date

Lee A. Mattson 8-12-21
City Manager Date

CERTIFICATE OF PAYMENT

PAGE ONE

PROJECT: STATE STREET SOUTH WATER MAIN IMPROVEMENTS - PHASE 2

CITY PROJECT NO. 2021-07

PAYMENT REQUEST NO. 2

DATE: AUGUST 4, 2021

CONTRACTOR:
R.A.W. CONSTRUCTION, LLC
17575 ECHO AVE
FARIBAULT, MN 55021

PAYMENT PERIOD
FROM: JULY 1, 2021
TO: JULY 9, 2021

ORIGINAL CONTRACT AMOUNT: \$ 204,115.50

REVISED CONTRACT AMOUNT: \$ 221,016.54

CONTRACT APPROVAL DATE: APRIL 6, 2021

CONTRACT COMPLETION DATE: N/A

To the City Council of the City of Waseca, the following payment is requested in accordance with the plans, specifications, and conditions of the contract.

NO.	DESCRIPTION	UNIT	PLAN QTY.	UNIT PRICE	PLAN AMOUNT	THIS PERIOD QUANTITY	THIS PERIOD PAYMENT	TO DATE QUANTITY	TO DATE PAYMENT
1	MOBILIZATION AND TRAFFIC CONTROL	L.S.	1	\$ 10,000.00	\$ 10,000.00	0	\$ -	1	\$ 10,000.00
2	DETOUR	L.S.	1	\$ 3,100.00	\$ 3,100.00	0.5	\$ 1,550.00	1	\$ 3,100.00
3	REMOVE WATER MAIN PIPE	LN. FT.	404	\$ 1.00	\$ 404.00	0	\$ -	405	\$ 405.00
4	ABANDON & FILL WATER MAIN PIPE	LN. FT.	300	\$ 10.00	\$ 3,000.00	0	\$ -	402	\$ 4,020.00
5	REMOVE BITUMINOUS PAVEMENT OVER CONCRETE	SQ. YD.	500	\$ 4.00	\$ 2,000.00	0	\$ -	500	\$ 2,000.00
6	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	1200	\$ 5.00	\$ 6,000.00	0	\$ -	1200	\$ 6,000.00
7	SAWCUT PAVEMENT (FULL DEPTH)	LN. FT.	950	\$ 5.00	\$ 4,750.00	0	\$ -	1002	\$ 5,010.00
8	REMOVE WATER MANHOLE	EACH	3	\$ 100.00	\$ 300.00	0	\$ -	3	\$ 300.00
9	COMMON EXCAVATION (EV) (P)	CU.YD.	1600	\$ 7.00	\$ 11,200.00	0	\$ -	1600	\$ 11,200.00
10	AGGREGATE BASE, CLASS 5 (CV)	CU.YD.	560	\$ 18.50	\$ 10,360.00	0	\$ -	560	\$ 10,360.00
11	SELECT GRANULAR BORROW (CV) (P)	CU.YD.	1033	\$ 13.50	\$ 13,945.50	0	\$ -	1033	\$ 13,945.50
12	BITUMINOUS PAVING	TON	650	\$ 86.00	\$ 55,900.00	738.94	\$ 63,548.84	738.94	\$ 63,548.84
13	TACK COAT	GAL.	170	\$ 1.00	\$ 170.00	170	\$ 170.00	170	\$ 170.00
14	CONNECT TO EXISTING WATER MAIN	EACH	6	\$ 1,400.00	\$ 8,400.00	0	\$ -	6	\$ 8,400.00
15	6" GATE VALVE AND BOX	EACH	1	\$ 2,150.00	\$ 2,150.00	0	\$ -	2	\$ 4,300.00
16	8" GATE VALVE AND BOX	EACH	2	\$ 2,640.00	\$ 5,280.00	0	\$ -	3	\$ 7,920.00
17	RECONNECT WATER SERVICE (COMPLETE)	EACH	7	\$ 750.00	\$ 5,250.00	0	\$ -	7	\$ 5,250.00
18	WATER MAIN TESTING	L.S.	1	\$ 1,900.00	\$ 1,900.00	0	\$ -	1	\$ 1,900.00
19	6" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LN. FT.	24	\$ 45.00	\$ 1,080.00	0	\$ -	34	\$ 1,530.00
20	8" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LN. FT.	680	\$ 66.00	\$ 44,880.00	0	\$ -	680	\$ 44,880.00
21	DUCTILE IRON FITTINGS	POUND	1050	\$ 8.00	\$ 8,400.00	0	\$ -	1050	\$ 8,400.00
22	TEMPORARY WATER SERVICE	L.S.	1	\$ 4,000.00	\$ 4,000.00	0	\$ -	1	\$ 4,000.00
23	4" SOLID WHITE LINE, PAINT	LN. FT.	450	\$ 1.00	\$ 450.00	395	\$ 395.00	395	\$ 395.00
24	12" SOLID WHITE LINE, PAINT	LN. FT.	238	\$ 2.00	\$ 476.00	232	\$ 464.00	232	\$ 464.00
25	4" BROKEN YELLOW LINE, PAINT	LN. FT.	720	\$ 1.00	\$ 720.00	150	\$ 150.00	150	\$ 150.00
26	HYDRANT INSTALLATION (CHANGE ORDER NO. 1)	L.S.	1	\$ 8,845.00	\$ 8,845.00	1	\$ 8,845.00	1	\$ 8,845.00
27	LIQUIDATED DAMAGES (CHANGE ORDER NO. 2)	DAY	3	\$ (1,000.00)	\$ (3,000.00)	3	\$ (3,000.00)	3	\$ (3,000.00)
28	BITUMINOUS DEDUCT (CHANGE ORDER NO. 2)	L.S.	1	\$ (2,476.80)	\$ (2,476.80)	1	\$ (2,476.80)	1	\$ (2,476.80)
PROJECT TOTAL:					\$ 207,483.70		\$ 69,646.04		\$ 221,016.54

CITY OF WASECA CHANGE ORDER FORM

CHANGE ORDER NO. 2

CITY PROJECT #: 2021-07

PROJECT NAME: STATE STREET SOUTH WATER MAIN IMPROVEMENTS - PHASE 2

CONTRACTOR NAME AND ADDRESS: R.A.W. CONSTRUCTION, LLC

17575 ECHO AVENUE, FARIBAULT, MN 55021

THIS CHANGE ORDER IS A CHANGE IN THE CONTRACT:

TIME		PRICE	
ORIGINAL CONTRACT TIME:	N/A	ORIGINAL CONTRACT AMOUNT:	\$ 204,115.50
PREVIOUS CONTRACT TIME CHANGES:	N/A	PREVIOUS CHANGE ORDER TOTAL:	\$ 8,845.00
CONTRACT TIME OF THIS CHANGE ORDER:	N/A	AMOUNT OF THIS CHANGE ORDER:	\$ (5,476.80)
REVISED CONTRACT TIME:	N/A	REVISED CONTRACT AMOUNT:	\$ 207,483.70

NO.	ITEM	UNIT	QTY.	UNIT PRICE	TOTALS
27	Liquidated Damages	DAY	3	\$ (1,000.00)	\$ (3,000.00)
28	Bituminous Deduct	L.S.	1	\$ (2,476.80)	\$ (2,476.80)

CHANGE ORDER TOTAL: \$ (5,476.80)

THE JUSTIFICATION FOR THIS CHANGE ORDER IS:

No. 27 - Per the contract, Hwy 13 was to be closed for not more than 28 consecutive days. Hwy 13 was closed on June 7th, resulting in a reopening date on, or before, July 5th. Hwy 13 was not reopened until July 8th; therefore, 3 days of liquidated damages will be charged at the contract rate of \$1,000 per calendar day.

No. 28 - The bituminous pavement mix tested by MnDOT did not meet all of the required specifications. Therefore, a deduct penalty of \$2,476.80 was determined based on the testing results and MnDOT's deduction calculator section of their QM Workbook.

Nathan Willey - City Engineer
CITY OF WASECA REPRESENTATIVE

Nathan Willey
SIGNATURE

8-11-21
DATE

RAW Construction
CONTRACTOR REPRESENTATIVE *Jon Wingman*

Jon Wingman
SIGNATURE

8-11-21
DATE

CITY OF WASECA CHANGE ORDER FORM

CHANGE ORDER NO. 3

CITY PROJECT #: 2021-07

PROJECT NAME: STATE STREET SOUTH WATER MAIN IMPROVEMENTS - PHASE 2

CONTRACTOR NAME AND ADDRESS: R.A.W. CONSTRUCTION, LLC

17575 ECHO AVENUE, FARIBAULT, MN 55021

THIS CHANGE ORDER IS A CHANGE IN THE CONTRACT:

TIME		PRICE	
ORIGINAL CONTRACT TIME:	N/A	ORIGINAL CONTRACT AMOUNT:	\$ 204,115.50
PREVIOUS CONTRACT TIME CHANGES:	N/A	PREVIOUS CHANGE ORDER TOTAL:	\$ 3,368.20
CONTRACT TIME OF THIS CHANGE ORDER:	N/A	AMOUNT OF THIS CHANGE ORDER:	\$ 13,532.84
REVISED CONTRACT TIME:	N/A	REVISED CONTRACT AMOUNT:	\$ 221,016.54

NO.	ITEM	UNIT	QTY.	UNIT PRICE	TOTALS
3	REMOVE WATER MAIN PIPE	LN. FT.	1	\$ 1.00	\$ 1.00
4	ABANDON & FILL WATER MAIN PIPE	LN. FT.	102	\$ 10.00	\$ 1,020.00
7	SAWCUT PAVEMENT (FULL DEPTH)	LN. FT.	52	\$ 5.00	\$ 260.00
12	BITUMINOUS PAVING	TON	88.94	\$ 86.00	\$ 7,648.84
15	6" GATE VALVE AND BOX	EACH	1	\$ 2,150.00	\$ 2,150.00
16	8" GATE VALVE AND BOX	EACH	1	\$ 2,640.00	\$ 2,640.00
19	6" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LN. FT.	10	\$ 45.00	\$ 450.00
23	4" SOLID WHITE LINE, PAINT	LN. FT.	-55	\$ 1.00	\$ (55.00)
24	12" SOLID WHITE LINE, PAINT	LN. FT.	-6	\$ 2.00	\$ (12.00)
25	4" BROKEN YELLOW LINE, PAINT	LN. FT.	-570	\$ 1.00	\$ (570.00)

CHANGE ORDER TOTAL: \$ 13,532.84

THE JUSTIFICATION FOR THIS CHANGE ORDER IS:

This Change Order tabulates the cost adjustment between plan quantities and final project quantities.

Nathan Willey - City Engineer
CITY OF WASECA REPRESENTATIVE

Nathan Willey
SIGNATURE

8-11-21
DATE

Jon Wiegman Manager
CONTRACTOR REPRESENTATIVE

Jon Wiegman
SIGNATURE

8-11-21
DATE

Title:	Marketplace Property Marketing		
Meeting Date:	August 12, 2021	Agenda Item Number:	7A
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Memorandum to the EDA Board
Originating Department:	Administration	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>			
How does this item pertain to Vision 2030 goals?	Encouraging Economic Development and maximizing the utilization of community assets.		

BACKGROUND: The City Council has held a work session to discuss desirable development options for the Marketplace property owned by the City. This parcel is located between WalMart and the Waseca High School. Staff has also discussed this property with the Economic Development Authority and, earlier this month, asked for discussion and a recommendation on how the City ought to proceed with seeking to develop the site. The EDA was presented with two options; conduct a Request for Proposal (RFP) process or utilize the EDA to seek a partnership with a developer for the site. The EDA Board is recommending that the City work through the EDA to try to partner with a developer for the site. Staff notes that should this effort be unsuccessful, the RFP process would still be a viable option to pursue.

Should the Council elect to seek a partner, the Council would be suggesting that, if a project could be identified, the Marketplace property would be transferred to the EDA and the EDA would then be involved in the process. Staff does not recommend that land be transferred to the EDA prior to the identification of a specific process.

BUDGET IMPACT: Staff time will be involved in either option. Issues may be identified during the process that require engineering, zoning, or other investigation. The goal of this option would be to create a development agreement that would clearly lay out what costs or incentives the City/EDA would offer to cause development to occur. Approval of either option presented in the EDA memo would not constitute approval of any specific project, incentive, or other city investment.

ALTERNATIVES CONSIDERED: In addition to the options presented in the Memorandum to the EDA, the City could elect to do nothing and let the parcel sit vacant.

RECOMMENDATION: The EDA Board voted to recommend that the Council endorse an effort by the EDA and City Staff to identify a partnership that could successfully develop the site. Staff joins in this recommendation.



508 South State Street ■ Waseca, Minnesota 56093-3033
507-835-9700 ■ FAX 507-835-8871 ■ www.ci.waseca.mn.us

July 29, 2021

To: Waseca Economic Development Authority
From: Mike Anderson
Subject: Market Place Proposal

At the June 6, 2021, EDA meeting you were given information regarding the Market Place subdivision owned by the City of Waseca. This included some ideas on how to proceed with development. Staff is currently looking for some direction in which way to go between the following two (2) ideas:

- 1) Staff has prepared an RFP to submit and go through the lengthy process of development. This would allow the City and potential Developer to discuss options and enter negotiations that would potentially end up in front of the City Council for final approval. This option would not have the EDA as part of the process and might not see any development in 2022.
- 2) The EDA entering a Limited Partnership with a Developer and providing the land as the EDA's investment, or the EDA entering a Limited Partnership with a Developer and investing EDA monies into the project while providing the land at no cost. The EDA might not receive a return on the land, but could receive a return on any cash investment. This option would potentially see a quicker turnaround on groundbreaking and beginning the project as early as Spring 2022.