

Truth in Taxation Meeting: 7 p.m.

REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, DECEMBER 4, 2018
WORKSESSION 6 P.M.
AGENDA

- 1 CALL TO ORDER/ROLL CALL
- 2 MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE
- 3 APPROVAL OF AGENDA
- 4 *Truth in Taxation Meeting*
- 5 PUBLIC COMMENT

Those wishing to speak must state their name and address for the record after they reach the podium. 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, unless the item is already on the agenda for action. When appropriate, the Council may refer inquiries and items brought up during the Public Comment period to the City Manager for follow up.

5A REQUESTS AND PRESENTATIONS

- 1) Inflow and Infiltration Reduction Plan for MPCA Schedule of Compliance

6 CONSENT AGENDA

- A. Minutes – Regular City Council Meeting & Work Session – November 18, 2018
- B. Payroll & Expenditures
- C. Approval of 2019 Garbage Hauler License Applicants
- D. Approval of Lease Agreement: Lost in the Dark (Sinister Forest Off Season Storage)
- E. Approval of Contract Payments: Dirt Merchant & Nielson Concrete

7 ACTION AGENDA

- A. Fire Department Pension Increase Discussion
- B. Ordinance 1067 – Clemons Annexation
- C. **Resolution 18-78:** Authorizing the Lease of Waseca Agricultural Land
- D. City Well Project Professional Services

8 REPORTS

- A. City Manager's Report
- B. Commission Reports
 - Fire Relief Association (Conrath)
 - Park Board (Christiansen)
 - Airport Board (Rose)

9 ANNOUNCEMENTS

10 ADJOURNMENT

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, NOVEMBER 20, 2018

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 Mark Christiansen
Les Tlougan Allan Rose
Jeremy Conrath
Daren Arndt
Ann Fitch

Staff present:

Lee Mattson, City Manager
Mike Anderson, Assistant to the City Manager
Tom Kellogg, City Engineer

Others Present:

Brent Brass, Resident
Melinda Estey: SMART Transit
Mike Parry: Resident on behalf of the American Legion

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 It was moved by Arndt, seconded by Fitch, to approve the agenda as amended adding Item 6I: Approval of Sunday and Off Sale Liquor for Trio Coffee, Wine, and Ale House, motion carried 7-0.

PUBLIC COMMENT

- 4 None.

REQUESTS AND PRESENTATIONS

- 5 Melinda Estey from SMART Transit provided a brief update to the City Council regarding the routes in town, the number of rising passengers each year, and her appreciation for the continued financial support from the City of Waseca.

Mike Parry from the American Legion talked about the blue house located just south of the Legion. He has said it continues to be an eye sore, the Legion has looked into purchasing the home, and would like to make it into a nice green space with some additional parking. He mentioned that the Legion is looking at options to purchase and was asking the Council if they would be able to assist in anyway. He did not want an answer tonight, but asked the Council to consider it as they move forward in the process.

Brent Brass approached the Council requesting action for a text amendment for maximum driveway width allowed per City Code. The maximum driveway width allowed is currently 24 feet. His driveway was installed at a larger width than allowed. Brass gave a timeline update to date from discussions he has had with City Staff and his Contractor regarding his driveway. Council had some discussion with the City Engineer and Brass and decided to have Mr. Brass bring his driveway into conformance with the current code.

A motion was made by Christiansen, seconded by Fitch, to deny the Text Amendment request and have the street and driveway brought into compliance by May 15, 2019 for an issued Certificate of Occupancy. Motion carried 7-0.

CONSENT AGENDA

- 6 It was moved by Tlougan, seconded by Christiansen, to approve the Consent Agenda as amended adding 6I; the motion carried 7-0 and included the following:
- A. Minutes – Regular City Council Meeting & Work Session – November 7, 2018
 - B. Payroll & Expenditures
 - C. Accepting Volleyball Court Sand Donation
 - D. **Resolution 18-76:** Accepting Transfer in Fiscal year 2018
 - E. Approval of Payment Request: Skold Contracting Labor & Materials
 - F. Approval of Payment Request: Muska Electric
 - G. Approval of Payment Request: APX Construction
 - H. Approval of Payment Request: Ulland Brothers
 - I. **Approval of Sunday and Off Sale Liquor for Trio Coffee, Wine, Ale House**

ACTION AGENDA

- 7 A. **RCCA:** 2019 Airport Hanger Lease Update
- City Engineer Kellogg informed the Council that at the last Airport Board Meeting it was discussed to keep the rental rates the same as 2018, and change the existing two year lease into a one year lease moving forward. There was some discussion relating to the maintenance that is needed at the existing hangers. It was estimated to be less than \$5,000.
- Motion was made by Rose, seconded by Srp, to keep the lease rates the same and to change the lease to one year contracts. Motion passed 7-0.
- B. **Resolution 18-77:** Authorizing the Lease of City of Waseca Agriculture Land

City Manager Mattson said that bids were taken for the four parcels which two are located at the airport. The remaining two will be on the Dec 4 Agenda. At this point Staff is recommending the approval of Resolution 18-77 and awarding the bid to the Schoenfeld's in the amount of \$132,114.

Motion was made by Tlougan, seconded by Fitch, to approve Resolution 18-77. Motion carried 7-0.

REPORTS

8A City Manager's Report

- The Firetruck purchase has encountered a small issue, needing to change the engine.
- Region 9 is close to finalizing the grant for the Recovery Coordinator Position.
- The City is continuing to have discussions with the Senior Center. We are still exploring options, but having an agreement by the end of 2018 isn't feasible.
- The Fire Task Force held their first meeting last week. Duane Hebert is facilitating this process and optimistic the process will move forward swiftly and this will get accomplished.

8B Commission Reports

- Discovery Waseca Tourism: Councilmember Conrath, Fitch
 - Tammy Collins from Zinnia's came in to tell us about the Shop n Stroll on November 29.
 - Spring and Summer Brochure is in the works.
 - U of M Tourism will be presenting to the board in the near future.
 - A tourism outdoor activity map of Waseca will be available next year.
- EDA: Mayor Srp, Councilmember Fitch
 - Waseca Fall BEST Summit was out at SROC (Southern Research and Outreach Center) and had some presentations that included the Hemp Farm, Opportunity Zones, and the Housing Study.
 - Received compliments from the Owatonna Chamber on the Opportunity Zone Workshop.
 - There is one vacancy on the EDA, all are welcome to join.

ANNOUNCEMENTS

9 The following miscellaneous announcements were made by Councilmembers:

- Councilmember Rose:
 - Council served lunch to City Staff last week and the food was great.
 - It was fun interacting with the City Staff
- Councilmember Conrath:
 - Happy Thanksgiving!
- Councilmember Arndt:
 - Happy Thanksgiving and safe travels this weekend.
- Councilmember Tlougan:
 - Was at a meeting with the Long Term Disaster Recovery Team. This team will meet a couple times a year and continue to help support people financially that were impacted in the storm of 2016.

- Council Member Fitch:
 - Thanked the Council and the Residents for allowing her to go to the National League of Cities Conference in California.
 - She encouraged all Council Members to attend future conferences.
- Mayor Srp
 - Expressed his gratitude and thankfulness for the Council Members for serving their community.

ADJOURNMENT

- 10 It was moved by Arndt, seconded by Conrath, to adjourn the meeting at 8:31 p.m.; motion carried 7-0.

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

MINUTES
CITY COUNCIL WORK SESSION
TUESDAY NOVEMBER 18 20, 2018

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

Councilmembers present:

Mayor Roy Srp	Allan Rose (arrived 6:30 p.m.)
Darren Arndt	Mark Christiansen
Jeremy Conrath	Les Tloutan
Ann Fitch	

Staff present:

Lee Mattson, City Manager
Alicia Fischer, Finance Technician
Carl Sonnenberg, Utilities Director
Tom Kellogg, City Engineer
Mike Anderson, Assistant to the City Manager

City Council Budget Work Session

Sonnenberg presented documents to the City Council regarding the budget topics for the night. He first went over the Electric Utility, Sanitary Sewer, Water Utility and the Surface Water fund.

Fischer finished with presenting information about the Airport, Safe Haven, and PEG Channel budgets. She explained that the Truth-N-Taxation hearing will be held at the December 4, 2018 Council Meeting and the Council will adopt the budget for 2019 at the December 18, 2018 Council Meeting.

The City Council thanked Sonnenberg and Fischer for the information and applauded Staff for their collaborate efforts.

There being no further discussion, the work session ended at 6:55 p.m.

R. D. SRP
MAYOR

Mike Anderson
Assistant to City Manager



LIST OF EXPENDITURES

6B

December 4, 2018



City Council	4,250.00	
Streets	26,255.41	
Parks	11,385.65	
Wastewater	8,613.62	
Utility Administration	4,291.00	
Utility Billing	7,486.68	
Electric	13,945.07	
Water	5,376.52	
Building and Code Compliance	2,367.92	
Police	54,727.89	
Administration	4,611.00	
Community Aides	980.00	
Fire	8,395.61	
Paid On Call Fire Department	516.69	
Election Judges	5,934.71	
PEG	0.00	
Finance	10,581.71	
Connections	3,626.35	
Community Development	5,035.75	
Engineering	15,424.22	
Recreation	2,497.83	
Econ Development	<u>2,437.82</u>	
Total Gross Payroll	198,741.45	
*Less- Payroll Deductions	<u>(64,222.26)</u>	
Net Payroll Cost		\$ 134,519.19

*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:
November 17, 2018-November 30, 2018
Includes check #'s 152879-152925
Bank ACH Withdrawals.....557,585.66

GRAND TOTAL EXPENDITURES \$ 692,104.85

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
General Fund						
11/30/2018	111815	MN Sales and Use Tax Payable	October sales tax	101-20210-0000	45.72	M
Total 101202100000:					45.72	
11/30/2018	111825	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 11/18/2018	101-21701-0000	17,936.09	M
Total 101217010000:					17,936.09	
11/30/2018	111820	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 11/18/2018	101-21702-0000	8,599.13	M
Total 101217020000:					8,599.13	
11/30/2018	111825	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 11/18/2018	101-21703-0000	7,672.52	M
11/30/2018	111825	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 11/18/2018	101-21703-0000	7,672.52	M
Total 101217030000:					15,345.04	
11/30/2018	111822	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 11/18/2018	101-21704-0000	1,215.71	M
11/30/2018	111822	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 11/18/20	101-21704-0000	7,902.08	M
11/30/2018	111822	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 11/18/2018	101-21704-0000	6,110.25	M
11/30/2018	111822	Public Employees Retirement Assn (ACH	DEF CONTRIBUTION/EMPL Pay Period: 11/18/2018	101-21704-0000	117.40	M
11/30/2018	111822	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 11/18/20	101-21704-0000	7,902.08	M
11/30/2018	111822	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 11/18/2018	101-21704-0000	9,165.37	M
11/30/2018	111822	Public Employees Retirement Assn (ACH	DEF CONT Employer Pay Period: 11/18/2018	101-21704-0000	117.40	M
11/30/2018	111822	Public Employees Retirement Assn (ACH	Adjustment	101-21704-0000	.02	M
11/30/2018	111822	Public Employees Retirement Assn (ACH	Credit Memo	101-21704-0000	29.99-	M
Total 101217040000:					32,500.32	
11/30/2018	20180980	Greater Mankato Area United Way	UNITED WAY Pay Period: 11/18/2018	101-21708-0000	22.00	
Total 101217080000:					22.00	
11/30/2018	152911	MN Life	December Life Insurance	101-21710-0000	469.25	
Total 101217100000:					469.25	
11/30/2018	152913	NCPERS Minnesota - 8266711	LIFE INSURANCE - PERA Pay Period: 11/18/2018	101-21711-0000	224.00	
Total 101217110000:					224.00	
11/30/2018	111825	ACH Internal Revenue Service	MEDICARE Pay Period: 11/18/2018	101-21712-0000	2,596.55	M
11/30/2018	111825	ACH Internal Revenue Service	MEDICARE Pay Period: 11/18/2018	101-21712-0000	2,596.55	M
Total 101217120000:					5,193.10	
11/30/2018	111827	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 11/18/2018	101-21713-0000	835.00	M
11/30/2018	111827	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 11/18/2018	101-21713-0000	495.00	M
Total 101217130000:					1,330.00	
11/30/2018	111824	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 11/18/2018	101-21714-0000	1,040.00	M
Total 101217140000:					1,040.00	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
11/30/2018	111821	AFLAC	AFLAC AFTER TAX Pay Period: 11/4/2018	101-21715-0000	275.34	M
11/30/2018	111821	AFLAC	AFLAC PRE TAX Pay Period: 11/4/2018	101-21715-0000	659.79	M
11/30/2018	111821	AFLAC	AFLAC AFTER TAX Pay Period: 11/18/2018	101-21715-0000	275.34	M
11/30/2018	111821	AFLAC	AFLAC PRE TAX Pay Period: 11/18/2018	101-21715-0000	659.79	M
Total 101217150000:					1,870.26	
11/30/2018	111831	Further	Flex/HSA Reimbursement	101-21716-0000	19.95	M
11/30/2018	111828	Further	HSA DEDUCTION Pay Period: 11/18/2018	101-21716-0000	467.92	M
Total 101217160000:					487.87	
11/30/2018	111823	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 11/18/2018	101-21717-0000	1,194.73	M
Total 101217170000:					1,194.73	
11/30/2018	111826	Delta Dental	DENTAL FAMILY Employee Pay Period: 11/18/2018	101-21719-0000	1,710.92	M
11/30/2018	111826	Delta Dental	DENTAL SINGLE Employee Pay Period: 11/18/2018	101-21719-0000	613.28	M
Total 101217190000:					2,324.20	
11/30/2018	152900	Fidelity Security Life	VISION FAMILY Employee Pay Period: 11/18/2018	101-21722-0000	33.36	
11/30/2018	152900	Fidelity Security Life	VISION SINGLE Employee Pay Period: 11/18/2018	101-21722-0000	44.87	
11/30/2018	152900	Fidelity Security Life	VISION + ONE Employee Pay Period: 11/18/2018	101-21722-0000	44.92	
11/30/2018	152900	Fidelity Security Life	adjustment	101-21722-0000	4.82-	
Total 101217220000:					118.33	
11/30/2018	152897	Connors Plumbing & Heating Inc.	Water Heater Fee Refund	101-32210-0000	50.00	
Total 101322100000:					50.00	
11/30/2018	152902	House of Hope Inc	Permit refund	101-32260-0000	700.00	
Total 101322600000:					700.00	
11/30/2018	152897	Connors Plumbing & Heating Inc.	State surcharge	101-32280-0000	1.00	
Total 101322800000:					1.00	
11/30/2018	20180979	Discover Waseca Tourism	October lodging tax	101-41110-4440	3,250.82	
Total 101411104440:					3,250.82	
11/30/2018	152911	MN Life	December Life Insurance	101-41320-1330	28.87	
Total 101413201330:					28.87	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-41320-1340	36.87	M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-41320-1340	10.83	M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-41320-1340	4.33	M
Total 101413201340:					52.03	
11/30/2018	20180982	Innovative Office Supply	2019 Appointment book	101-41320-2000	5.49	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101413202000:					5.49
11/30/2018	152915	Region Nine Development Commission	Region 9 Assistance for Grant Writing	101-41320-3000	187.50
Total 101413203000:					187.50
11/30/2018	152918	Shred-it USA LLC	Monthly service	101-41320-3100	14.14
Total 101413203100:					14.14
11/30/2018	20180999	Waseca Area Chamber of Commerce	2018 business luncheon-Mattson	101-41320-3300	18.50
Total 101413203300:					18.50
11/30/2018	20180968	APG Media of So MN LLC	General Election notice	101-41410-3400	326.50
Total 101414103400:					326.50
11/30/2018	152911	MN Life	December Life Insurance	101-41500-1330	64.50
Total 101415001330:					64.50
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-41500-1340	77.53 M
Total 101415001340:					77.53
11/30/2018	20180992	Pantheon Computer Systems Inc.	Items for Tom Kellogg	101-41920-2050	219.99
11/30/2018	20180992	Pantheon Computer Systems Inc.	Computer for Woody	101-41920-2050	873.95
11/30/2018	20180992	Pantheon Computer Systems Inc.	Computer for Officer Schroeder	101-41920-2050	788.95
Total 101419202050:					1,882.89
11/30/2018	20180992	Pantheon Computer Systems Inc.	December billing	101-41920-3100	5,790.75
Total 101419203100:					5,790.75
11/30/2018	20180982	Innovative Office Supply	Office supplies	101-41940-2000	25.70
Total 101419402000:					25.70
11/30/2018	20180994	Red Feather Paper Company	2 ply tissue, roll towels, can liners	101-41940-2170	127.72
Total 101419402170:					127.72
11/30/2018	152895	Cintas Corporation	Floor mat	101-41940-3100	26.40
11/30/2018	20180990	Nardini Fire Equipment Co. Inc.	City Hall Fire System	101-41940-3100	367.00
Total 101419403100:					393.40
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-41940-3200	36.99
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-41940-3200	18.82
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-41940-3200	157.93 M
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-41940-3200	81.69 M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101419403200:					295.43
11/30/2018	152894	Centerpoint Energy	Monthly Billing	101-41940-3800	163.07
Total 101419403800:					163.07
11/30/2018	152911	MN Life	December Life Insurance	101-41950-1330	30.19
Total 101419501330:					30.19
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-41950-1340	46.96 M
Total 101419501340:					46.96
11/30/2018	20180982	Innovative Office Supply	Binder and sheet protectors	101-41950-2000	17.79
Total 101419502000:					17.79
11/30/2018	20181001	WSB & Associates Inc	October Planning	101-41950-3000	1,345.00
Total 101419503000:					1,345.00
11/30/2018	20180968	APG Media of So MN LLC	Adoption Notice	101-41950-3400	39.00
Total 101419503400:					39.00
11/30/2018	152911	MN Life	December Life Insurance	101-42100-1330	330.00
Total 101421001330:					330.00
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-42100-1340	447.28 M
Total 101421001340:					447.28
11/30/2018	20180982	Innovative Office Supply	Office supplies	101-42100-2000	16.42
Total 101421002000:					16.42
11/30/2018	20180972	Bomgaars Supply	Parts & Supplies	101-42100-2170	23.99
11/30/2018	20180994	Red Feather Paper Company	Janitor Supplies	101-42100-2170	183.36
Total 101421002170:					207.35
11/30/2018	20180989	Matson, Arik	Uniform Allowance	101-42100-2180	154.98
11/30/2018	20180989	Matson, Arik	Uniform Allowance	101-42100-2180	22.00
11/30/2018	20180996	Streicher's	Uniform expense	101-42100-2180	285.97
11/30/2018	20180996	Streicher's	Uniform expense	101-42100-2180	61.99
11/30/2018	20180996	Streicher's	Uniform expense	101-42100-2180	74.98
11/30/2018	20180998	Tomsche, Matt	Uniform allowance	101-42100-2180	87.00
11/30/2018	20180998	Tomsche, Matt	Uniform allowance	101-42100-2180	29.99
Total 101421002180:					716.91
11/30/2018	20180970	Axon Enterprises Inc	Safety equipment	101-42100-2190	800.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101421002190:					800.00
11/30/2018	20180997	Thornhill, Lawrence E.	Vehicle detailing	101-42100-2220	28.00
Total 101421002220:					28.00
11/30/2018	152895	Cintas Corporation	Floor Mats	101-42100-3100	33.78
11/30/2018	152895	Cintas Corporation	Floor Mats	101-42100-3100	33.78
11/30/2018	152918	Shred-it USA LLC	Monthly service	101-42100-3100	14.14
11/30/2018	152921	Thomson Reuters - West	Clear Expense	101-42100-3100	242.55
Total 101421003100:					324.25
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-42100-3200	36.99
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-42100-3200	58.99
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-42100-3200	5.69
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-42100-3200	157.93 M
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-42100-3200	256.11 M
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-42100-3200	24.72 M
11/30/2018	111819	Verizon Wireless	Monthly Billing	101-42100-3200	930.17 M
11/30/2018	111819	Verizon Wireless	Monthly Billing	101-42100-3200	50.94 M
Total 101421003200:					1,521.54
11/30/2018	152911	MN Life	December Life Insurance	101-42200-1330	49.50
Total 101422001330:					49.50
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-42200-1340	55.32 M
Total 101422001340:					55.32
11/30/2018	20180990	Nardini Fire Equipment Co. Inc.	City Hall Fire System	101-42200-2120	326.50
Total 101422002120:					326.50
11/30/2018	152889	Aspen Mills Inc	Uniform	101-42200-2180	245.11
Total 101422002180:					245.11
11/30/2018	152887	Ancom Communications Inc	Pager Battery	101-42200-2210	21.50
11/30/2018	152887	Ancom Communications Inc	parts	101-42200-2210	35.25
Total 101422002210:					56.75
11/30/2018	152895	Cintas Corporation	Floor Mats	101-42200-3100	33.79
11/30/2018	152895	Cintas Corporation	Floor Mats	101-42200-3100	33.79
Total 101422003100:					67.58
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-42200-3200	5.70
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-42200-3200	24.73 M
11/30/2018	111819	Verizon Wireless	Monthly Billing	101-42200-3200	60.94 M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101422003200:					91.37
11/30/2018	152910	MN Fire Service Certification Board	Exam fees	101-42200-3300	485.00
Total 101422003300:					485.00
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-42200-3800	6.10
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-42200-3800	26.48 M
Total 101422003800:					32.58
11/30/2018	152912	MN Valley Regional Firefighters Assn	Regional dues	101-42200-4330	100.00
Total 101422004330:					100.00
11/30/2018	152911	MN Life	December Life Insurance	101-42400-1330	5.45
11/30/2018	152911	MN Life	December Life Insurance	101-42400-1330	16.50
Total 101424001330:					21.95
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-42400-1340	20.84 M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-42400-1340	6.56 M
Total 101424001340:					27.40
11/30/2018	20180976	City Building Inspection Services LLC	Monthly Building Inspections	101-42400-3000	5,245.72
Total 101424003000:					5,245.72
11/30/2018	111819	Verizon Wireless	Monthly Billing	101-42400-3200	31.46 M
Total 101424003200:					31.46
11/30/2018	152911	MN Life	December Life Insurance	101-43000-1330	5.61
11/30/2018	152911	MN Life	December Life Insurance	101-43000-1330	74.74
Total 101430001330:					80.35
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-43000-1340	6.76 M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-43000-1340	96.11 M
Total 101430001340:					102.87
11/30/2018	20180966	American Engineering Testing Inc.	Cylinders for concrete testing	101-43000-2170	75.00
Total 101430002170:					75.00
11/30/2018	20180974	Cady Business Technologies Inc	Monthly Phone Support Plan	101-43000-3200	262.62
11/30/2018	111819	Verizon Wireless	Monthly Billing	101-43000-3200	50.04 M
11/30/2018	111819	Verizon Wireless	Monthly Billing	101-43000-3200	50.94 M
11/30/2018	111819	Verizon Wireless	Monthly Billing	101-43000-3200	50.94 M
Total 101430003200:					414.54
11/30/2018	152911	MN Life	December Life Insurance	101-43100-1330	80.19

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
11/30/2018	152911	MN Life	December Life Insurance	101-43100-1330	1.65
Total 101431001330:					81.84
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-43100-1340	105.53 M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-43100-1340	1.90 M
Total 101431001340:					107.43
11/30/2018	20180987	Kritzer Oil Company Inc.	diesel Fuel	101-43100-2120	2,050.30
Total 101431002120:					2,050.30
11/30/2018	20180972	Bomgaars Supply	Parts & Supplies	101-43100-2170	64.98
11/30/2018	20180983	James Brothers Construction Inc.	Rental	101-43100-2170	950.00
11/30/2018	152914	Quality Print of Waseca Inc.	name plates	101-43100-2170	40.20
Total 101431002170:					1,055.18
11/30/2018	20180967	AmeriPride Services Inc	uniform srevice	101-43100-2180	172.81
11/30/2018	20180967	AmeriPride Services Inc	uniform srevice	101-43100-2180	166.00
Total 101431002180:					338.81
11/30/2018	152897	Connors Plumbing & Heating Inc.	Furnace repair	101-43100-2230	2,660.00
Total 101431002230:					2,660.00
11/30/2018	20180993	R.I.C Properties LLC	Kritzer Building Lease	101-43100-3100	650.00
Total 101431003100:					650.00
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-43100-3200	6.10
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-43100-3200	26.48 M
Total 101431003200:					32.58
11/30/2018	152894	Centerpoint Energy	Monthly Billing	101-43100-3800	353.18
Total 101431003800:					353.18
11/30/2018	152911	MN Life	December Life Insurance	101-43125-1330	20.79
11/30/2018	152911	MN Life	December Life Insurance	101-43125-1330	1.65
Total 101431251330:					22.44
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-43125-1340	27.36 M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-43125-1340	1.90 M
Total 101431251340:					29.26
11/30/2018	20180972	Bomgaars Supply	Parts & Supplies	101-43125-2170	46.36
11/30/2018	152893	Cargill Inc. - Salt Division	Road salt	101-43125-2170	2,449.53
11/30/2018	152893	Cargill Inc. - Salt Division	Road salt	101-43125-2170	7,343.01

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101431252170:					9,838.90
11/30/2018	152911	MN Life	December Life Insurance	101-43170-1330	4.46
Total 101431701330:					4.46
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-43170-1340	5.86 M
Total 101431701340:					5.86
11/30/2018	152911	MN Life	December Life Insurance	101-43220-1330	7.43
Total 101432201330:					7.43
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-43220-1340	9.77 M
Total 101432201340:					9.77
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-45100-3200	5.29
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-45100-3200	22.98 M
Total 101451003200:					28.27
11/30/2018	152911	MN Life	December Life Insurance	101-45130-1330	19.80
Total 101451301330:					19.80
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-45130-3200	36.00
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-45130-3200	156.36 M
Total 101451303200:					192.36
11/30/2018	152911	MN Life	December Life Insurance	101-45200-1330	74.25
11/30/2018	152911	MN Life	December Life Insurance	101-45200-1330	4.95
Total 101452001330:					79.20
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-45200-1340	78.93 M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	101-45200-1340	17.33 M
Total 101452001340:					96.26
11/30/2018	20180972	Bomgaars Supply	Parts & Supplies	101-45200-2170	130.75
11/30/2018	152917	RND Signs	Turf Spraying Signs	101-45200-2170	154.09
11/30/2018	152920	The Tessman Company	Ice Melt	101-45200-2170	459.00
Total 101452002170:					743.84
11/30/2018	20180972	Bomgaars Supply	Parts & Supplies	101-45200-2210	199.96
11/30/2018	152899	Curt's Truck & Diesel Service Inc	Spring	101-45200-2210	33.15
Total 101452002210:					233.11
11/30/2018	20180972	Bomgaars Supply	Parts & Supplies	101-45200-2230	291.41

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101452002230:					291.41
11/30/2018	20180972	Bomgaars Supply	Parts & Supplies	101-45200-2280	95.25
Total 101452002280:					95.25
11/30/2018	20180984	Jobs Plus Inc.	City Parks - October Cleaning	101-45200-3100	332.45
Total 101452003100:					332.45
11/30/2018	152894	Centerpoint Energy	Monthly Billing	101-45200-3800	144.16
11/30/2018	152894	Centerpoint Energy	Monthly Billing	101-45200-3800	18.78
Total 101452003800:					162.94
11/30/2018	20180975	Christensen Tire Service	John Deere mower tire	101-45200-4040	101.01
11/30/2018	20180975	Christensen Tire Service	Tire Repair for Bobcat	101-45200-4040	27.68
Total 101452004040:					128.69
11/30/2018	20180994	Red Feather Paper Company	Liners	101-45500-2170	26.00
Total 101455002170:					26.00
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-45500-3800	11.10
11/30/2018	152898	Consolidated Communications	Monthly Billing	101-45500-3800	.81
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-45500-3800	47.38 M
11/30/2018	111830	Consolidated Communications	Monthly Billing	101-45500-3800	3.51 M
Total 101455003800:					62.80
11/30/2018	20180999	Waseca Area Chamber of Commerce	Chamber Bucks - Milestone Anniversaries	101-49210-4930	610.00
11/30/2018	20180999	Waseca Area Chamber of Commerce	Chamber bucks - Milestone Anniversaries	101-49210-4930	110.00
Total 101492104930:					720.00
11/30/2018	152896	Cintas Corporation	First aid cabinet supplies	101-49210-4940	84.49
11/30/2018	152896	Cintas Corporation	First aid cabinet supplies	101-49210-4940	27.19
Total 101492104940:					111.68
11/30/2018	111826	Delta Dental	Cobra	101-49220-1540	34.46 M
11/30/2018	152900	Fidelity Security Life	Cobra	101-49220-1540	6.41
Total 101492201540:					40.87
11/30/2018	111816	Further	Admin Fees Flex/HSA	101-49244-1600	209.45 M
Total 101492441600:					209.45
Total General Fund:					136,357.39
Airport					
11/30/2018	111817	CenturyLink	Airport service	230-49810-3200	104.20 M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 230498103200:					104.20
11/30/2018	20180968	APG Media of So MN LLC	Quote Request	230-49810-3400	73.13
Total 230498103400:					73.13
11/30/2018	152894	Centerpoint Energy	Monthly Billing	230-49810-3800	24.03
Total 230498103800:					24.03
11/30/2018	152925	Zahl Equipment Service Inc.	Cathodic protection testing on unleaded tank	230-49810-4000	156.90
Total 230498104000:					156.90
Total Airport:					358.26
Economic Development-General f					
11/30/2018	152911	MN Life	December Life Insurance	261-46700-1330	4.13
Total 261467001330:					4.13
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	261-46700-1340	10.83 M
Total 261467001340:					10.83
11/30/2018	20180968	APG Media of So MN LLC	EDA Workshop Ad	261-46700-3500	500.00
Total 261467003500:					500.00
Total Economic Development-General f:					514.96
Police Special Revenue Fund					
11/30/2018	152923	Waseca Public Schools	Conference meals	278-46350-3000	945.00
Total 278463503000:					945.00
Total Police Special Revenue Fund:					945.00
Safe Haven Grant					
11/30/2018	152911	MN Life	December Life Insurance	279-46350-1330	33.00
Total 279463501330:					33.00
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	279-46350-1340	29.62 M
Total 279463501340:					29.62
11/30/2018	111819	Verizon Wireless	Monthly Billing	279-46350-3200	50.94 M
Total 279463503200:					50.94
11/30/2018	20180986	Krause, Alexie	Mileage reimbursement	279-46350-3300	76.85
Total 279463503300:					76.85

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
11/30/2018	20180968	APG Media of So MN LLC	Part time employment ad	279-46350-3400	176.00
Total 279463503400:					176.00
Total Safe Haven Grant:					366.41
Capital Improvement					
11/30/2018	20180985	Kraus-Anderson	Construction Management Services	430-43010-5340	7,734.89
Total 430430105340:					7,734.89
11/30/2018	20180991	Nielsen Concrete LLC	sidewalk project	430-43010-5460	5,268.56
Total 430430105460:					5,268.56
11/30/2018	20180978	Dirt Merchant Inc	Street and water main improvements	430-43010-5560	293,575.45
Total 430430105560:					293,575.45
Total Capital Improvement:					306,578.90
HWY 14 Reconstruction					
11/30/2018	152892	Braun Intertec Corporation	Construction and Materials Testing	436-43010-3000	2,030.75
Total 436430103000:					2,030.75
Total HWY 14 Reconstruction:					2,030.75
Water					
11/30/2018	111815	MN Sales and Use Tax Payable	October sales tax	601-20210-0000	1,295.31 M
Total 601202100000:					1,295.31
11/30/2018	152901	Hawkins Inc	Chlorine equipment repair	601-49401-2210	386.48
Total 601494012210:					386.48
11/30/2018	152911	MN Life	December Life Insurance	601-49430-1330	16.50
11/30/2018	152911	MN Life	December Life Insurance	601-49430-1330	16.50
Total 601494301330:					33.00
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	601-49430-1340	19.77 M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	601-49430-1340	24.15 M
Total 601494301340:					43.92
11/30/2018	20180967	AmeriPride Services Inc	uniform srevice	601-49430-2180	9.16
11/30/2018	20180972	Bomgaars Supply	Parts & Supplies	601-49430-2180	176.94
Total 601494302180:					186.10
11/30/2018	20180972	Bomgaars Supply	Parts & Supplies	601-49430-2230	104.85
11/30/2018	20180977	Core & Main LP	Tubing	601-49430-2230	47.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 601494302230:					151.85	
11/30/2018	111819	Verizon Wireless	Monthly Billing	601-49430-3200	40.01	M
Total 601494303200:					40.01	
11/30/2018	152911	MN Life	December Life Insurance	601-49585-1330	3.47	
11/30/2018	152911	MN Life	December Life Insurance	601-49585-1330	18.25	
Total 601495851330:					21.72	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	601-49585-1340	3.91	M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	601-49585-1340	19.96	M
Total 601495851340:					23.87	
11/30/2018	152898	Consolidated Communications	Monthly Billing	601-49585-3200	9.86	
11/30/2018	111830	Consolidated Communications	Monthly Billing	601-49585-3200	42.11	M
11/30/2018	152922	U.S. Postal Service	Postage - Dec utility bills	601-49585-3200	430.04	
Total 601495853200:					482.01	
11/30/2018	152911	MN Life	December Life Insurance	601-49586-1330	1.98	
11/30/2018	152911	MN Life	December Life Insurance	601-49586-1330	2.72	
Total 601495861330:					4.70	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	601-49586-1340	2.41	M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	601-49586-1340	12.58	M
Total 601495861340:					14.99	
11/30/2018	20180992	Pantheon Computer Systems Inc.	December billing	601-49586-4950	827.25	
Total 601495864950:					827.25	
11/30/2018	20180978	Dirt Merchant Inc	Street and water main improvements	601-49593-5300	410.64	
Total 601495935300:					410.64	
Total Water:					3,921.85	
Sanitary Sewer						
11/30/2018	152911	MN Life	December Life Insurance	602-49470-1330	26.72	
11/30/2018	152911	MN Life	December Life Insurance	602-49470-1330	1.65	
Total 602494701330:					28.37	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	602-49470-1340	35.18	M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	602-49470-1340	1.90	M
Total 602494701340:					37.08	
11/30/2018	152919	Stantec Consulting Services Inc	Engineering Services - MPCA	602-49470-3000	1,432.25	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602494703000:					1,432.25
11/30/2018	152898	Consolidated Communications	Monthly Billing	602-49470-3200	93.77
11/30/2018	111830	Consolidated Communications	Monthly Billing	602-49470-3200	407.22 M
11/30/2018	111819	Verizon Wireless	Monthly Billing	602-49470-3200	40.01 M
11/30/2018	111819	Verizon Wireless	Monthly Billing	602-49470-3200	40.01 M
Total 602494703200:					581.01
11/30/2018	152894	Centerpoint Energy	Monthly Billing	602-49470-3800	27.10
Total 602494703800:					27.10
11/30/2018	20180978	Dirt Merchant Inc	Street and water main improvements	602-49470-5300	1,668.58
Total 602494705300:					1,668.58
11/30/2018	152911	MN Life	December Life Insurance	602-49480-1330	49.50
Total 602494801330:					49.50
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	602-49480-1340	59.30 M
Total 602494801340:					59.30
11/30/2018	20180969	Applied Specialties Inc	Biosolids Polymer	602-49480-2170	2,241.00
11/30/2018	20180972	Bomgaars Supply	Parts & Supplies	602-49480-2170	148.10
11/30/2018	152901	Hawkins Inc	Chlorine Sulfur Dioxide	602-49480-2170	2,314.00
Total 602494802170:					4,703.10
11/30/2018	152890	Automatic Systems Company	Pump Controls Repair	602-49480-3100	661.50
11/30/2018	152895	Cintas Corporation	Janitorial Supplies	602-49480-3100	16.88
11/30/2018	20180988	M & R Electric Inc.	Electrician	602-49480-3100	59.00
Total 602494803100:					737.38
11/30/2018	111818	CenturyLink	Internet	602-49480-3200	98.99 M
11/30/2018	152898	Consolidated Communications	Monthly Billing	602-49480-3200	33.48
11/30/2018	111830	Consolidated Communications	Monthly Billing	602-49480-3200	145.42 M
11/30/2018	111819	Verizon Wireless	Monthly Billing	602-49480-3200	50.94 M
Total 602494803200:					328.83
11/30/2018	20180995	Schmidt, Jason	Training Reimbursement	602-49480-3300	72.33
Total 602494803300:					72.33
11/30/2018	152894	Centerpoint Energy	Monthly Billing	602-49480-3800	1,234.60
11/30/2018	152924	Xcel Energy	October Service	602-49480-3800	12,147.11
Total 602494803800:					13,381.71
11/30/2018	152911	MN Life	December Life Insurance	602-49585-1330	3.47
11/30/2018	152911	MN Life	December Life Insurance	602-49585-1330	18.25

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 602495851330:					21.72	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	602-49585-1340	3.91	M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	602-49585-1340	19.96	M
Total 602495851340:					23.87	
11/30/2018	152898	Consolidated Communications	Monthly Billing	602-49585-3200	9.86	
11/30/2018	111830	Consolidated Communications	Monthly Billing	602-49585-3200	42.11	M
11/30/2018	152922	U.S. Postal Service	Postage - Dec utility bills	602-49585-3200	430.03	
Total 602495853200:					482.00	
11/30/2018	152911	MN Life	December Life Insurance	602-49586-1330	1.98	
11/30/2018	152911	MN Life	December Life Insurance	602-49586-1330	2.72	
Total 602495861330:					4.70	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	602-49586-1340	2.41	M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	602-49586-1340	12.58	M
Total 602495861340:					14.99	
11/30/2018	20180992	Pantheon Computer Systems Inc.	Wireless internet	602-49586-4000	618.00	
Total 602495864000:					618.00	
11/30/2018	20180992	Pantheon Computer Systems Inc.	December billing	602-49586-4950	827.25	
Total 602495864950:					827.25	
Total Sanitary Sewer:					25,099.07	
Electric Utility						
11/30/2018	111815	MN Sales and Use Tax Payable	October sales tax	604-20210-0000	31,973.39	M
Total 604202100000:					31,973.39	
11/30/2018	152911	MN Life	December Life Insurance	604-49570-1330	2.11	
Total 604495701330:					2.11	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	604-49570-1340	3.05	M
Total 604495701340:					3.05	
11/30/2018	152911	MN Life	December Life Insurance	604-49571-1330	46.60	
Total 604495711330:					46.60	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	604-49571-1340	67.27	M
Total 604495711340:					67.27	
11/30/2018	111815	MN Sales and Use Tax Payable	October sales tax	604-49571-2170	1.58	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
11/30/2018	152916	RepNet Inc	Locate Flags	604-49571-2170	165.76	
Total 604495712170:					167.34	
11/30/2018	20180965	Amaril Uniform Co.	FR Work Clothes	604-49571-2180	1,042.76	
Total 604495712180:					1,042.76	
11/30/2018	152904	John Langford Electric Inc.	LCR Installation	604-49571-2295	136.00	
Total 604495712295:					136.00	
11/30/2018	20181000	Waseca Area Senior Citizens Center	Rebate	604-49571-2330	4,723.94	
Total 604495712330:					4,723.94	
11/30/2018	111819	Verizon Wireless	Monthly Billing	604-49571-3200	80.02	M
Total 604495713200:					80.02	
11/30/2018	152911	MN Life	December Life Insurance	604-49572-1330	4.69	
Total 604495721330:					4.69	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	604-49572-1340	6.76	M
Total 604495721340:					6.76	
11/30/2018	152911	MN Life	December Life Insurance	604-49573-1330	8.45	
Total 604495731330:					8.45	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	604-49573-1340	12.20	M
Total 604495731340:					12.20	
11/30/2018	152911	MN Life	December Life Insurance	604-49574-1330	2.38	
Total 604495741330:					2.38	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	604-49574-1340	3.43	M
Total 604495741340:					3.43	
11/30/2018	152911	MN Life	December Life Insurance	604-49584-1330	1.77	
Total 604495841330:					1.77	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	604-49584-1340	2.57	M
Total 604495841340:					2.57	
11/30/2018	152911	MN Life	December Life Insurance	604-49585-1330	2.81	
11/30/2018	152911	MN Life	December Life Insurance	604-49585-1330	18.36	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495851330:					21.17
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	604-49585-1340	3.16 M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	604-49585-1340	20.07 M
Total 604495851340:					23.23
11/30/2018	152898	Consolidated Communications	Monthly Billing	604-49585-3200	18.49
11/30/2018	152898	Consolidated Communications	Monthly Billing	604-49585-3200	6.10
11/30/2018	111830	Consolidated Communications	Monthly Billing	604-49585-3200	78.96 M
11/30/2018	111830	Consolidated Communications	Monthly Billing	604-49585-3200	26.48 M
11/30/2018	152922	U.S. Postal Service	Postage - Dec utility bills	604-49585-3200	430.03
Total 604495853200:					560.06
11/30/2018	152911	MN Life	December Life Insurance	604-49586-1330	3.80
11/30/2018	152911	MN Life	December Life Insurance	604-49586-1330	2.81
Total 604495861330:					6.61
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	604-49586-1340	4.62 M
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	604-49586-1340	12.96 M
Total 604495861340:					17.58
11/30/2018	20180971	Batteries Plus Bulbs	batteries	604-49586-2000	55.00
Total 604495862000:					55.00
11/30/2018	152918	Shred-it USA LLC	Monthly service	604-49586-3100	14.14
Total 604495863100:					14.14
11/30/2018	20180992	Pantheon Computer Systems Inc.	December billing	604-49586-4950	827.25
Total 604495864950:					827.25
11/30/2018	152891	BC Electric Service	House Conversion	604-49593-5300	234.00
11/30/2018	152891	BC Electric Service	House Conversion	604-49593-5300	400.00
11/30/2018	152891	BC Electric Service	House Conversion	604-49593-5300	357.00
11/30/2018	152891	BC Electric Service	House Conversion	604-49593-5300	1,957.00
Total 604495935300:					2,948.00
11/30/2018	20180973	Border States Electric Supply	LCR Project	604-49593-5400	169.28
Total 604495935400:					169.28
Total Electric Utility:					42,927.05
Storm Water Utility					
11/30/2018	152911	MN Life	December Life Insurance	651-43140-1330	8.91
Total 651431401330:					8.91

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	651-43140-1340	11.73	M
Total 651431401340:					11.73	
11/30/2018	152911	MN Life	December Life Insurance	651-49585-1330	2.89	
Total 651495851330:					2.89	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	651-49585-1340	3.16	M
Total 651495851340:					3.16	
Total Storm Water Utility:					26.69	
Central Garage Services						
11/30/2018	152911	MN Life	December Life Insurance	701-43180-1330	28.05	
Total 701431801330:					28.05	
11/30/2018	111829	Reliance Standard	Dec LTD Insurance	701-43180-1340	32.22	M
Total 701431801340:					32.22	
11/30/2018	152888	Aspen Equipment Co	sander spinner motors	701-43180-2210	668.00	
11/30/2018	152888	Aspen Equipment Co	tail gate latch springs	701-43180-2210	128.50	
11/30/2018	20180981	Harrison Truck Centers	truck filter	701-43180-2210	108.87	
11/30/2018	152905	John's Service Garage	Tire repair	701-43180-2210	89.56	
11/30/2018	152906	Kibble Equipment	Hy-Gard	701-43180-2210	152.68	
11/30/2018	152906	Kibble Equipment	Oil filter, chain link, hy-gard	701-43180-2210	218.47	
11/30/2018	152908	Locators & Supplies Inc.	plow markers(inventory)	701-43180-2210	244.36	
11/30/2018	152908	Locators & Supplies Inc.	LED mini light bar	701-43180-2210	413.36	
11/30/2018	152909	MacQueen Equipment Inc.	sno-go blower impellers	701-43180-2210	761.54	
11/30/2018	20181002	Zarnoth Brush Works Inc.	erskine broom	701-43180-2210	550.00	
Total 701431802210:					3,335.34	
11/30/2018	152903	Huber Supply Co Inc	shop band saw blades	701-43180-2400	297.45	
11/30/2018	152903	Huber Supply Co Inc	welding helmet	701-43180-2400	377.99	
Total 701431802400:					675.44	
Total Central Garage Services:					4,071.05	
Equipment Replacement Fund						
11/20/2018	152879	Deml Ford Lincoln Mercury Inc	New Engineering Truck	705-49950-5400	21,925.00	
11/30/2018	152907	Lano Equipment Inc.	Plow	705-49950-5400	10,986.40	
11/20/2018	152880	Waseca County License Bureau	License fees for Engineering's new truck	705-49950-5400	1,476.88	
Total 705499505400:					34,388.28	
Total Equipment Replacement Fund:					34,388.28	
Grand Totals:					557,585.66	

Report Criteria:

Report type: GL detail

[Report].Amount = {<>} 0

Title:	2019 GARBAGE HAULER LICENSE RENEWALS		
Meeting Date:	December 4, 2018	Agenda Item Number:	6C
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:	List of 2019 Garbage Hauler Licensees
Originating Department:	Administration	Presented By:	City Clerk
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to approve 2019 Garbage Hauler License Renewals as presented.		

BACKGROUND: Attached are the City Garbage Hauler Licenses to be renewed January 1, 2019.

Licensees are required to submit a completed application form, \$295.00 fee and insurance information in order to be eligible for renewal. All of the licensees have met the requirements for renewal.

The Police Department conducted background checks on all the applicants and reported no findings that would be of concern in the renewal application process.

RECOMMENDATION: Staff recommends a motion to approve the 2019 Garbage Hauler License Renewals as presented.

2019 Garbage Haulers License Renewals

LJP Enterprises, Inc.
2160 Ringhofer Dr.
No. Mankato, MN 56003

Stewart Sanitation
PO Box 321
1630 State Ave NW
Owatonna, MN 55060

Waste Management of Southern Minnesota
25237 755th Avenue
Clarks Grove, MN 56016

Hometown Haulers, LLC
11 3rd Ave SW
PO Box 45
Dodge Center, MN 55927

AGREEMENT

NOW COMES FORTH the City of Waseca hereinafter referred to as ("City"), a municipal corporation, and Lost in the Dark, Inc., hereinafter referred to as ("Lost") will agree as follows:

WHEREAS, the City wishes to lease and Lost wishes to rent City property for the purpose of storage; and

WHEREAS, Lost agrees to assume all responsibility for any loss due to fire, water, or other cause to the personal property of Lost stored on City property; and

WHEREAS, the parties wish to reduce their agreement to writing;

NOW THEREFORE the parties agree as follows:

1. Commencing _____, 2018, and continuing for one (1) year thereafter the City shall lease to Lost property described in attached Exhibit A.
2. Lost shall pay to the City one dollar (\$1.00) per annum as rent for the use of such property described in attached Exhibit A.
3. This lease shall continue for successive one (1) year periods unless terminated by either party. Either party can terminate this Agreement at any time with thirty (30) days' written notice to the either.
4. The City shall assume no liability or duty regarding the personal property owned by Lost and stored in the City facility. In the event of fire, flood, theft, or any other reason whatsoever that causes damage to the personal property to Lost, the City shall have no responsibility for such loss and Lost waives any and all claims it may have against City for such loss.

5. Should any employee or representative of Lost injure themselves while being on City property, Lost agrees to indemnify the City against such claims. Lost agrees not to store any items that shall be considered a hazard. The property shall be open at all times for inspection by City representatives to determine whether or not any hazardous materials are stored on the premises.

6. The premises being leased by the City are not for the exclusive use of Lost. The City may continue to also store personal property items in the building. The City will be responsible for its own items.

Dated: _____

CITY OF WASECA

Dated: _____

LOST IN THE DARK, INC.

By: _____
Its: Manager

By: _____
Its: _____

CONTRACT CONSTRUCTION PAYMENT REQUEST

DATE: November 27, 2018

TO: Mayor & City Council
Lee Mattson, City Manager

PROJECT NAME: 2017 Sidewalk Project

CITY PROJECT NO. 2017-04

PAYMENT REQUEST : NO. THREE

PAYMENT PERIOD : October 28, 2017 to November 16, 2018

CONTRACTOR: Nielsen Concrete, LLC

PAYMENT AMOUNT: \$5268.56

Approved By:



Department Head Date 11/28/18_____
Director of Finance_____
Date

City Manager11-28-18

Date

430-43010-5460-1704

CONTRACT CONSTRUCTION PAYMENT REQUEST

DATE: November 20, 2018

TO: Mayor & City Council
Danny Lenz-City Manager

PROJECT NAME: 2017 SIDEWALK PROJECT

CITY PROJECT NOS. : 2017-04

PAYMENT REQUEST : NO. THREE

PAYMENT PERIOD : October 28, 2017 to November 16, 2018

CONTRACTOR: NIELSEN CONCRETE, LLC.
365 INDUSTRIAL ST E
KASOTA, MN 56050

CONTRACT

Original Contract sum: \$ 123,557.25

Change Orders

Net change by change orders: \$ -

Contract Sum to date: \$ 123,557.25

PAYMENT

Contract Amount to date: \$ 123,557.25

Change Orders to date: \$0.00

Total completed to date (earned): \$ 125,287.83

Retainage: 2% \$ 2,505.76

Total earned less retainage: \$ 122,782.07

Less previous payment requests: \$ 117,513.51

Payment due this request: \$ 5,268.56

% Contract completed to date: 101%

Amount remaining on contract \$ (1,730.58)

Total Amount Due \$ 5,268.56

Approved By:

Trent Nielsen 11/28/18
Contractor Date

Tom Kilgus 11/28/18
City Engineer Date

Director of Finance Date

[Signature] 11-28-18
City Manager Date

CONTRACT CONSTRUCTION PAYMENT REQUEST

DATE: November 27, 2018

TO: Mayor & City Council
Lee Mattson, City Manager

PROJECT NAME: 2018 Street Water Main and Miscellaneous Storm Sewer Improvements

CITY PROJECT NO. 2017-06 and 2018-01

PAYMENT REQUEST : NO. FOUR

PAYMENT PERIOD : October 27, 2018 to November 23, 2018

CONTRACTOR: Dirt Merchant, Inc.

PAYMENT AMOUNT: \$295,654.67

Approved By:

 11/28/18

Department Head Date

Director of Finance

Date

 11-28-18

City Manager Date

430-43010-5560-1801	STREET	\$ 293,575.45
602-49470-5300-1801	SEWER	\$ 1,668.58
601-49593-5300-1801	WATER	\$ 410.64

CONTRACT CONSTRUCTION PAYMENT REQUEST

DATE: NOVEMBER 27, 2018

TO: Mayor & City Council
Lee Mattson-City Manager

PROJECT NAME: 2018 STREET, WATER AND MISC. STORM SEWER IMPROVEMENTS

CITY PROJECT NO. : 2017-06 and 2018-01


PAYMENT REQUEST : NO. 4

PAYMENT PERIOD : OCTOBER 27, 2018 to NOVEMBER 23, 2018

CONTRACTOR: DIRT MERCHANT, INC.

<u>CONTRACT</u>			<u>PAYMENT</u>	
Original Contract sum:		<u>\$ 1,361,268.22</u>	Contract Sum to date:	<u>\$ 1,381,564.32</u>
Change Orders			Total earned to date (Includes Change Orders)	<u>\$ 1,134,409.85</u>
Change Order #1	8/28/2016	<u>\$ 14,165.25</u>	Retainage: 5%	<u>\$ 56,720.49</u>
Change Order #2	10/29/2018	<u>\$ 3,249.20</u>	Total earned less retainage:	<u>\$ 1,077,689.36</u>
Change Order #3	11/27/2018	<u>\$ 2,881.65</u>	Less previous payment requests:	<u>\$ 782,034.69</u>
			Payment due this request:	<u>\$ 295,654.67</u>
			% Contract completed to date:	<u>82%</u>
Net change by change orders:		<u>\$ 20,296.10</u>	Amount remaining on contract:	<u>\$ 247,154.47</u>
Contract Sum to date:		<u>\$ 1,381,564.32</u>	Total Amount Due:	<u>\$ 295,654.67</u>

Approved By:


Contractor _____ Date 11-28-18


City Engineer _____ Date 11/28/18

Director of Finance _____ Date _____


City Manager _____ Date 11-28-18

CHANGE ORDER

CHANGE ORDER NO. THREE

CITY OF WASECA PROJECT NO. 2018-01

DATE: NOVEMBER 27, 2018

PROJECT NAME: 2018 STREET, WATER, & MISCELLANEOUS STORM IMPROVEMENTS

CONTRACTOR: DIRT MERCHANT INC.
3301 THIRD AVENUE
MANKATO, MN 56001

THE JUSTIFICATION FOR THIS CHANGE ORDER IS:

Additional work required for replacement of two wyes and associated short segments of sanitary main on 7th Ave SE, sawing a new opening in a storm manhole due to revised alignment from plan and high early concrete for segments of curb to allow business access in a timely manner.

ITEM	UNIT	QTY.	UNIT PRICE	TOTAL PRICE
7TH AVE SE				
10" x 4" WYE	EACH	1	\$120.40	\$120.40
10" x 6" WYE	EACH	1	\$123.65	\$123.65
10" FERNCO COUPLERS	EACH	4	\$26.90	\$107.60
CREW TIME INSTALLING WYES	HR.	2	\$600.00	\$1,200.00
CREW TIME SAWING OPENING IN MANHOLE	HR.	2	\$600.00	\$1,200.00
HIGH EARLY CONCRETE FOR CURB	CU. YD.	13	\$10.00	\$130.00
TOTAL CHANGE ORDER NO. THREE				\$2,881.65

ORIGINAL CONTRACT PRICE	\$1,361,268.22
PREVIOUS CHANGE ORDERS	\$17,414.45
AMOUNT OF THIS CHANGE ORDER	\$2,881.65
REVISED CONTRACT AMOUNT	\$1,381,564.32

APPROVED BY:

 11-28-18
CONTRACTOR DATE

 11/28/18
CITY ENGINEER DATE

DIRECTOR OF FINANCE DATE

 11-28-18
CITY MANAGER DATE

Title:	Ordinance No. 1067: An Ordinance of the Waseca City Council Annexing and Rezoning Certain Properties Owned by Clemons Properties LLC. (37437 State HWY 13, Woodville Township)		
Meeting Date:	December 4, 2018	Agenda Item Number:	7B
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Ordinance No. 1067 Exhibits
Originating Department:	Community Development	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to adopt Ordinance No. 1067, Approving Annexing and Rezoning Certain Properties Owned by Clemons Properties LLC (Woodville Township)		
How does this item pertain to Vision 2030 goals?	Good Governance		

BACKGROUND: A petition for annexation was received on August 31, 2018 for annexation of un-platted property owned by Clemons Properties, LLC. The properties are located at 37437 State Highway 13. The property is occupied by a single family residence and accessory building, and is being used for residential rental property.

The purpose of the annexation is to allow the property owner access to municipal utilities. Upon Annexation it is recommended that the property be zoned R-2, Urban Residential District. This is the zoning applied to the land to the north and east.

The Planning Commission held a public hearing on the Annexation and Rezoning request on October 9, 2018. The Planning Commission voted 3-0 recommending approval to the City Council pending the receipt of a required survey from the petitioner and approval of the survey by City Staff. An updated survey was received November 19, 2018 and has been approved by City Staff.

BUDGET IMPACT: Tax revenue from the property.

POLICY QUESTION: The City Council has the authority to approve annexations.

ALTERNATIVES CONSIDERED: None.

RECOMMENDATION: Staff is recommending adoption of Ordinance No. 1067 for annexation and rezoning of the property subject to the following conditions:

1. The petitioner shall be responsible for all costs associated with filing and recording of the annexation documents.
2. The petitioner shall be responsible for all costs associated with construction of public utilities to serve the property, as well as all associated utility access charges and the deferred assessment.

ORDINANCE NO. 1067

AN ORDINANCE ANNEXING CERTAIN LANDS INTO THE CITY OF WASECA, MINNESOTA AND ESTABLISHING ZONING THEREOF

WHEREAS, Clemons Properties, LLC, are the owners of the properties, incorporated herein by this reference (the Property); and

WHEREAS, The Property is described and depicted in **Exhibit A** attached hereto and incorporated herein by this reference; and

WHEREAS, the Waseca City Council finds that the Property abuts the limits of the City of Waseca; the Property is less than 60 acres; the above described party is the sole owner of the Property and has petitioned for annexation; and the Property is not included with any other municipality.

NOW, THEREFORE, The City Council of Waseca, Minnesota does hereby determine, find and ordain:

- Section 1. That the Property abuts the City of Waseca.
- Section 2. That the Property is less than 60 acres in size.
- Section 3. That the above described party is the sole owner of the Property and has petitioned for annexation.
- Section 4. The corporate limits of the City of Waseca area extended to include the Property.
- Section 5. Certified copies of this Ordinance shall be filed with Municipal Boundary Adjustments Office, the Minnesota Secretary of State, the Waseca County Auditor, the Waseca County Recorder, and the Clerk of the Woodville Township Board.
- Section 6. This Ordinance shall be effective: upon passage and legal publication and the filing of the certified copies as described in Section 5; and, upon approval of the Ordinance by the Municipal Boundary Adjustments Office.
- Section 7. Upon annexation this parcel, as described and depicted in **EXHIBIT A**, will be zoned R-2, Urban Residential District.
- Section 8. The Waseca Zoning Map shall be amended as shown in the attached **EXHIBIT B**.

- Section 9. The City and Township have mutually agreed, pursuant to Minnesota Statutes 414.036, reimbursements from the City to the Town shall occur for the taxes collected on land annexed into the City according to the following conditions:
- a. All reimbursements will be based on the valuation of the tax capacity of the land as it exists in the town at the time of annexation.
 - b. The reimbursement of said land shall be based on a four (4) year schedule with the percentage of taxes reimbursed to the town as follows:

Year 1	100%
Year 2	75%
Year 3	50%
Year 4	25%
 - c. After the fourth year, and every year thereafter, all pertinent tax revenues will be the property of the City.

Adopted by the City Council of Waseca, Minnesota, this 4th day of December, 2018.

R. D. SRP
MAYOR

ATTEST:

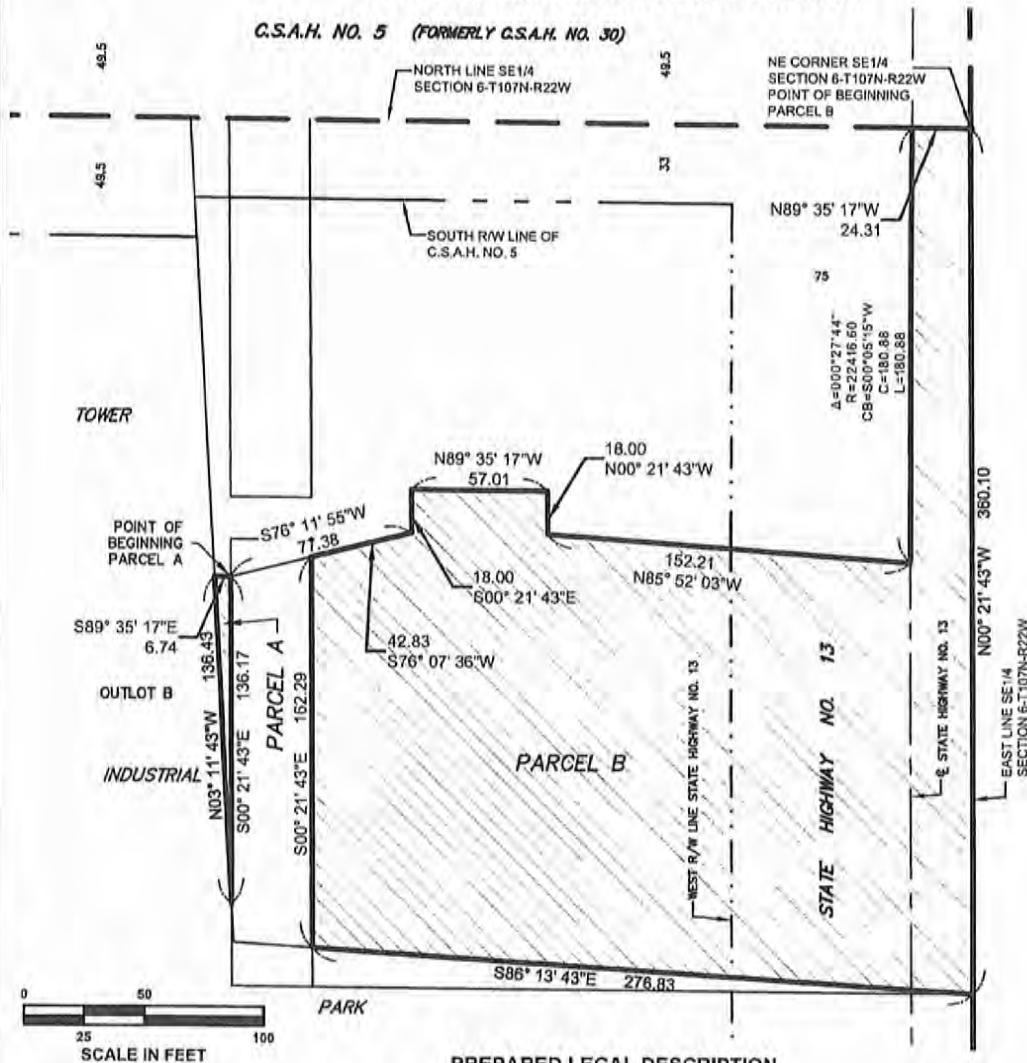
MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Introduced:
Adopted:
Published:
Effective:

Exhibit A

**PART OF NE1/4 SE1/4 SECTION 6-T107N-R22W
WASECA, WASECA COUNTY, MINNESOTA**

C.S.A.H. NO. 5 (FORMERLY C.S.A.H. NO. 30)



PREPARED LEGAL DESCRIPTION

PARCEL A

All that part of the SE1/4 Section 6-T107N-R22W, Waseca County, Minnesota, described as follows:

Commencing at the northeast corner said SE1/4; thence North 89°35'17" West a distance of 24.31 feet, on an assumed bearing on the north line said SE1/4; thence southerly a distance of 180.88 feet, on a non-langential curve, concave to the east, with a radius of 22416.60 feet, a central angle of 00°27'44", chord bearing of South 00°05'15" West, chord distance of 180.88 feet; thence North 85°52'03" West a distance of 152.21 feet; thence North 00°21'43" West a distance of 18.00 feet; thence North 89°35'17" West a distance of 57.01 feet; thence South 00°21'43" East a distance of 18.00 feet; thence South 76°11'55" West a distance of 77.38 feet to the point of beginning;
thence South 00°21'43" East a distance of 136.17 feet;
thence North 03°11'43" West a distance of 136.43 feet;
thence South 89°35'17" East a distance of 6.74 feet to the point of beginning.

PARCEL B

All that part of the SE1/4 Section 6-T107N-R22W, Waseca County, Minnesota, described as follows:

Beginning at the northeast corner said SE1/4; thence North 89°35'17" West a distance of 24.31 feet, on an assumed bearing on the east line said SE1/4; thence southerly a distance of 180.88 feet, on a non-tangential curve, concave to the east, with a radius of 22416.60 feet, a central angle of 00°27'44", chord bearing of South 00°05'15" West, chord distance of 180.88 feet; thence North 85°52'03" West a distance of 152.21 feet; thence thence North 00°21'43" West a distance of 18.00 feet; thence North 89°35'17" West a distance of 57.01 feet; thence South 00°21'43" East a distance of 18.00 feet; thence South 76°07'36" West a distance of 42.83 feet; thence South 00°21'43" East a distance of 162.29 feet; South 86°13'43" East a distance of 276.83 feet; thence North 00°21'43" West a distance of 360.10 feet, to the point of beginning.

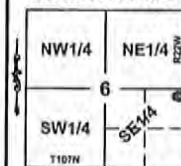
FOR: KEVIN CLEMONS

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Scott A. Tuchtenbagen
Date: 11/11/16

L.S. No. 52646

LOCATION MAP



Date: 10/11/2018 Revised date: 11/19/2018
 Drawn by: JHS5 Survey: SAT
 Field Book: - Page 1 of 1
 Coord-System: RECORD
 Job No: 18-1211 File: 606

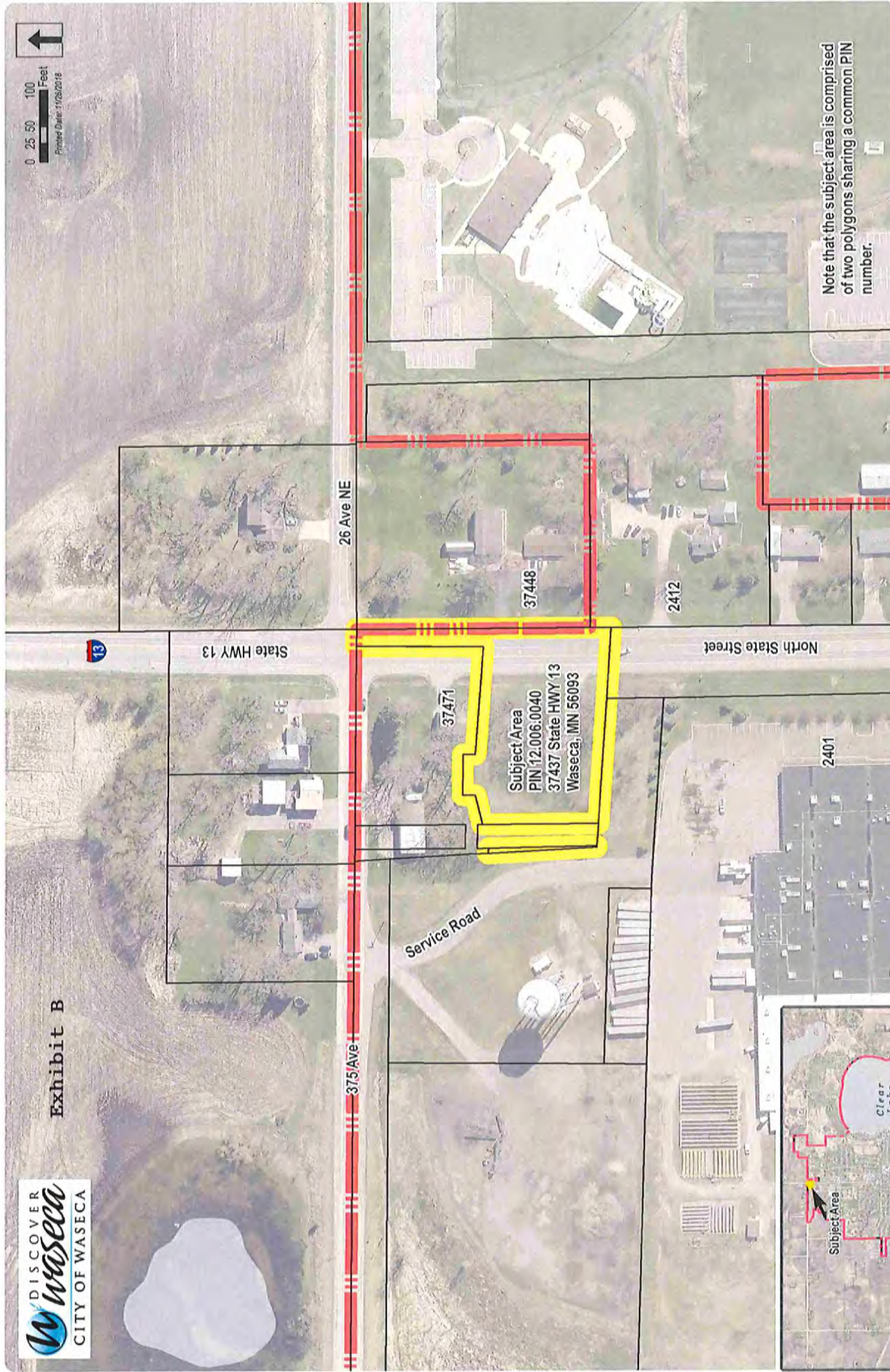
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permission of Jones, Haugh & Smith Inc.



**JONES
HAUGH
SMITH**
Engineers + Surveyors

515 South Washington Ave.
Albert Lea, MN 56007
507-373-4878

415 West North Street
Owatonna, MN 55060
507-451-4598



Note that the subject area is comprised of two polygons sharing a common PIN number.

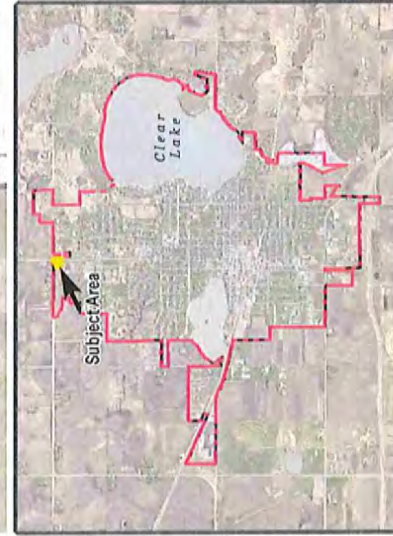
SITE MAP - PIN: 12.006.0040 **Clemon's Properties, LLC**

Rezoning

37437 State HWY 13 -- Waseca, MN 56093

Current City Limits

Parcel to be Rezoned
to R2 (Urban Residential District)





Request for City Council Action

Title:	Resolution No. 18-78 approving City of Waseca Southeast Agricultural and Northwest Nature Park Land Leases		
Meeting Date:	December 4, 2018	Agenda Item Number:	
Action:	<input type="checkbox"/> MOTION <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Res. No. 18-78 Land Lease Quote Tab
Originating Department:	Engineering	Presented By:	City Engineer
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to approve Resolution No. 18-78 approving City of Waseca Southeast Agricultural and Northwest Nature Park Land Leases.		
How does this item pertain to Vision 2030 goals?	Supporting Infrastructure through Public Private Partnership		

BACKGROUND: The City advertised to receive quotes for the lease of agricultural lands known as the Southeast Agricultural and Northwest Nature Park. The leases are for a two year period, 2019 and 2020. The previous owner (Tim Lewer) of the Southeast Agricultural property has first right of refusal to match the high quote for this property. Tim has chosen not to match the high quote for this property.

Three written quotes were received for the Southeast Agricultural property and two quotes were received for the Northwest Nature Park property, and the quote tabulation is attached. Tyler and Larry Huber submitted the high quote for both the Southeast Agricultural and Northwest Nature Park properties. There is language in both leases allowing the City to terminate the lease at any time should the City need to use the property for another purpose.

BUDGET IMPACT:

The high quote for the Southeast Agricultural property is \$28,585.20. The 2017-2018 high quote was \$25,520.00. This property was not in City ownership for the 2015-2016 agricultural lease seasons.

The high quote for the Northwest Nature Park property is \$9,996.00. The 2017-2018 high quote was \$7,000, and the 2015-2016 high quote was \$8002.00.

RECOMMENDATION: Motion to approve Resolution No. 18-78 approving City of Waseca Southeast Agricultural and Northwest Nature Park Land Leases.

CITY OF WASECA

LAND LEASE QUOTE TABULATION FOR TWO YEAR LEASES 2019-2020 CALENDAR YEARS GRAND TOTALS

QUOTE SUBMITTED BY	SECTIONS A + B + C + D TOTAL	SECTIONS A + B TOTAL	SECTION C + D TOTAL/Other
① Tim Fischer	sec. A + B + D	109,129.50 ✓	D only 24,775.50 ✓
② Steve Schoenfeld + Gary		132,114.00 ✓	29,100.00 ✓
③ Larry Huber		95,209.60 ✓	30,581.20 ✓

① Tim F Sec. A 103,213.50
B 5,916.00

Tim Huber 11/13/13
Witnessed By and Time and Date

Opened By:

② Sec. A 123,240

B 0074

Sec. D 24,775.50

Notes:

C 4,700

D 24,900

③ A- 87,965.20

B- 53,244.40

C- 7,996.00

D- 20,585.20

CITY OF WASECA AGRICULTURAL FARM LAND LEASE QUOTE FORM

This form must be returned in a sealed envelope marked "CITY OF WASECA LAND LEASE" by Monday November 12, 2018, 9:00 a.m. (Central Standard Time) to the Utility Billing Office at City Hall, City of Waseca, 508 South State Street, Waseca, Minnesota, 56093 at which time quotes will be publicly opened and read aloud. The City of Waseca reserves the right to award quotes in the best interests of the City including awarding sections below to different persons and to reject any or all quotes in the best interests of the City of Waseca, and to waive any minor irregularities, informalities, or discrepancies. The submitted Quote **must** include Section A and Section B, and/or Section C and/or Section D. Note Sections A and B will be awarded to a single quoter and the previous landowner of Section D reserved a right of first refusal with the City through the real estate transaction to match the highest lease quote for the Section D fields only. The Lease award is based on the **Grand Total quote** for both (2) years.

SECTION A: For years 2019, 2020: AIRPORT AGRICULTURAL LAND

205.4 acres per year @ \$ 219 per acre, Year 2019 = \$ 44,982.60

205.4 acres per year @ \$ 219 per acre, Year 2020 = \$ 44,982.60

SECTION A TWO YEAR TOTAL 89,965.20

SECTION B: For years 2019, 2020: AIRPORT HAY LAND

29.58 acres per year @ \$ 90 per acre, Year 2019 = \$ 2662.20

29.58 acres per year @ \$ 90 per acre, Year 2020 = \$ 2662.20

SECTION B TWO YEAR TOTAL 5324.40

SECTION C: For years 2019, 2020: NW NATURE PARK AGRICULTURAL LAND


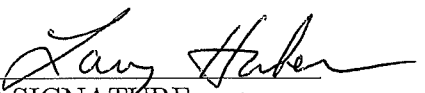
28.0 acres per year @ \$ 175 per acre, Year 2019 = \$ 4900

28.0 acres per year @ \$ 182 per acre, Year 2020 = \$ 5096

SECTION C TWO YEAR TOTAL 9996

SECTION D: For years 2019, 2020: SOUTHEAST AGRICULTURAL LAND

49.8 acres per year @ \$ 285 per acre, Year 2019 = \$ 14,19349.8 acres per year @ \$ 289 per acre, Year 2020 = \$ 14,392.20SECTION D TWO YEAR TOTAL 28,585.20

Tyler Huber  Larry Huber 
 AUTHORIZED PRINTED NAME AND AUTHORIZED SIGNATURE 507-461-343

11/6/2018 507-461-3756 tyler huber 09@gmail.com
 DATE, CELL PHONE, EMAIL & ADDRESS
 305 9th Ave SE
 Waseca, MN 56093

Title:	City Well Project Professional Services Update		
Meeting Date:	December 4, 2018	Agenda Item Number:	7D
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:	Attached memo
Originating Department:	Water Utility	Presented By:	Utilities
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: City Council authorization to advertise for bids to inspect and repair all City Wells, including the Bird's Eye Foods Well #4.		
How does this item pertain to Vision 2030 goals?	The City of Waseca proactively maintains and improves infrastructure to meet needs of the community now and into the future.		

BACKGROUND: The City of Waseca inspects City Wells on a five (5) year schedule, based on experience, in order to maintain and improve the pumping infrastructure for our customers and Fire Department. Stantec consulting is assisting the City Water Utility with inspecting all City Wells, including the Bird's Eye Foods Well #4 and City owned Wells #1, #2, #3, and #5, by providing engineering and geology services. The attached memo from Stantec further explains the scope of this project.

In order to schedule Well work around the Bird's Eye Foods vegetable season, it is necessary to authorize the bid process at this time.

BUDGET IMPACT: This project is scheduled to be approved by the Council as a 2019 Water Utility project. Bids will be opened in early 2019 and will be presented to the City Council for consideration.

RECOMMENDATION: Staff recommends City Council authorization to advertise for bids to inspect and repair all City Wells, including the Bird's Eye Foods Well #4.

To: Carl Sonnenberg
City of Waseca
File: 19384404

From: Mark Janovec
Stantec, St. Paul
Date: November 28, 2018

Reference: Well Rehabilitation Project – Solicitation for Bids

We are seeking your approval to solicit bids from contractors for the rehabilitation of all five municipal water supply wells in 2019. The wells are on a five-year cycle for rehabilitation, with the last round of rehabilitation having been completed in 2014. As you are aware, the five-year cycle is necessitated because some pump parts begin to show wear at this stage. Running the wells longer than five years without rehabilitation may result in well failure, particularly during critical pumping months when water demand is at its greatest.

Rehabilitation includes removal and inspection of the pumps, motors, and associated hardware to check for wear and damage. Parts are refurbished or replaced as needed. Occasionally, entire pumps and motors require replacement if wear is too great to put back into service. The wells are also inspected for condition and are cleaned using wire brushing. Accumulated sediment in the wells is bailed to prevent pumping sand and to ensure optimal well performance.

Our estimate of the base bid is \$292,600.00. The bid form contains items for multiple replacement parts which may not necessarily be needed for all wells, depending on the condition observed during the pump inspection. Therefore, actual project costs are expected to be less than the base bid. For reference, the well rehabilitation project in 2014 had a final cost of \$212,152.00.

If approved, bidding for well rehabilitation will be advertised in December 2018, with bids opened in January 2019. If the winning bid is approved by the City Council, work would commence on the rehabilitation in February 2019.

Stantec Consulting Services Inc.



Mark Janovec
Project Manager

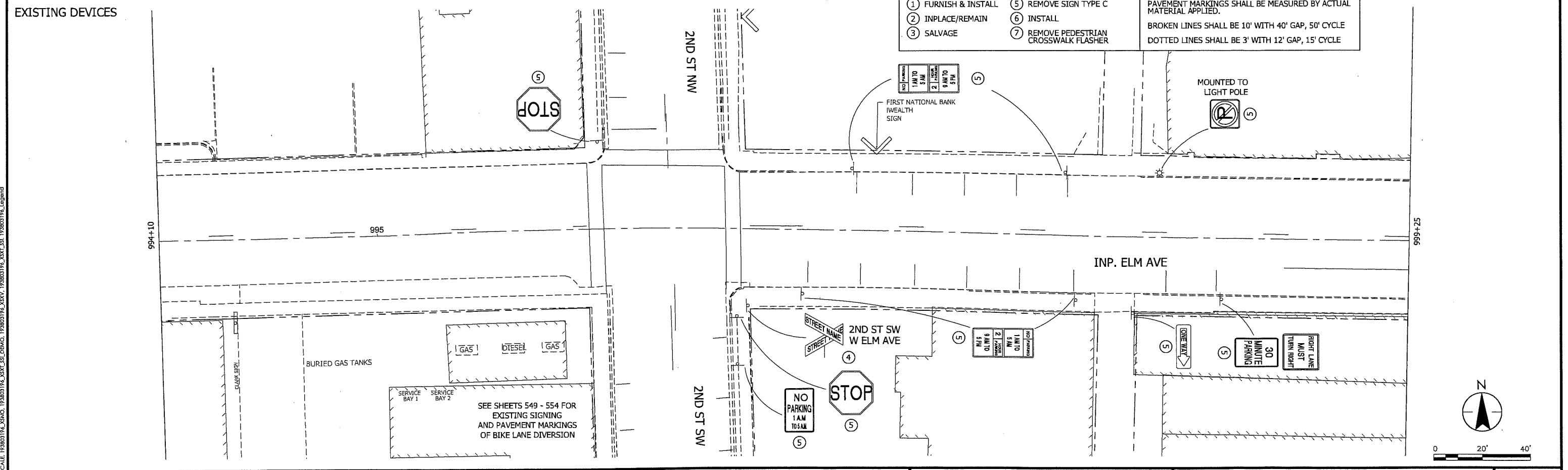
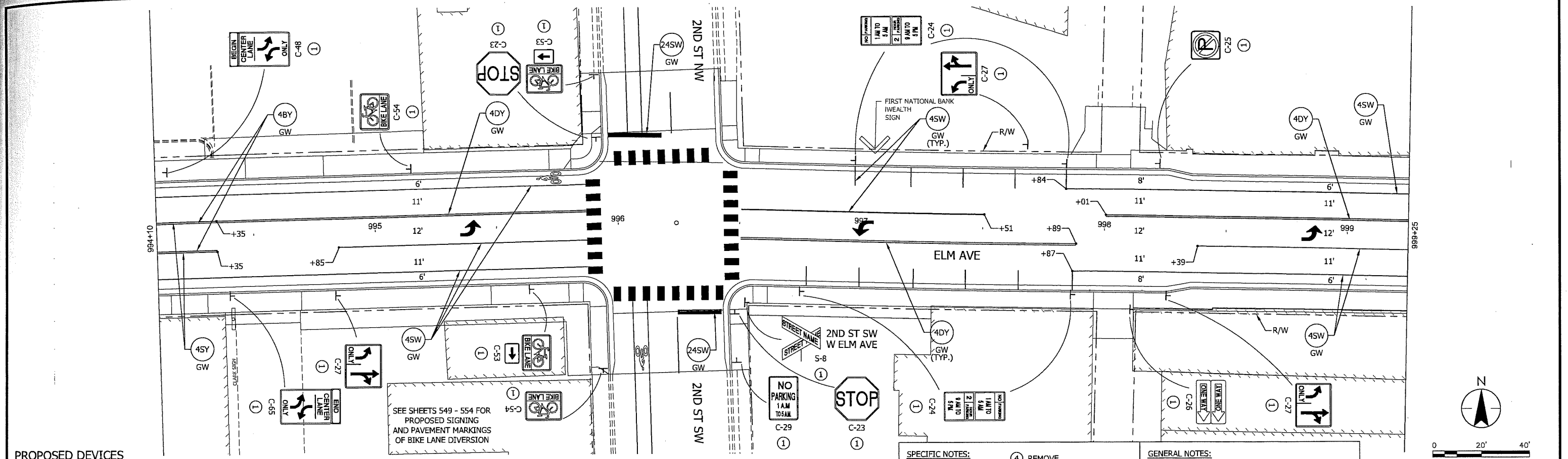
Phone: 651 604 4831
Fax: 651 636 1311
Mark.Janovec@stantec.com

Date: 03/03/2017 - 9:24pm
Drawing name: C:\pw_han\c\dms0237A\193803196_C905.dwg
User: ssi; 193803196.Border_2D SCALE: 193803196.XSV, 193803196.XST, 193803196.XSNO, 193803196.XSNC, 193803196.XSTD, 193803196.XSS, 193803196.XSLand



THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL INFORMATION AND DATA SHOWN ON THIS PLAN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF WASECA, MN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF WASECA, MN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF WASECA, MN.

Plot Date: 04/04/2017 - 9:19pm
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- SPECIFIC NOTES:**
- 1 FURNISH & INSTALL
 - 2 INPLACE/REMAIN
 - 3 SALVAGE
 - 4 REMOVE
 - 5 REMOVE SIGN TYPE C
 - 6 INSTALL
 - 7 REMOVE PEDESTRIAN CROSSWALK FLASHER
- GENERAL NOTES:**
- PAVEMENT MARKINGS SHALL BE MEASURED BY ACTUAL MATERIAL APPLIED.
BROKEN LINES SHALL BE 10' WITH 40' GAP, 50' CYCLE
DOTTED LINES SHALL BE 3' WITH 12' GAP, 15' CYCLE

NO	DATE	APPR	REVISION	SURVEY	DESIGNED	CHECKED	APPROVED	PROJ. NO.	DATE	UC. NO.
				SMV	JDP	JRF	JCP	193803194	3/16/2017	41627

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: JOSEPH C. PALEN

SIGNATURE: *Joseph C. Palen*

DATE: 3/16/2017

UC. NO. 41627

Waseca
CITY OF WASECA

Stantec
2335 Highway 36 W
St. Paul, MN 55113
www.stantec.com

SIGNING & PAVEMENT MARKING PLAN
ELM AVENUE

CITY OF WASECA, MN
OLD TH 14 / ELM AVENUE RECONSTRUCTION
S.P. 8103-115, S.P. 8104-42
S.P. 172-010-003, S.A.P. 081-602-019

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