

REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, FEBRUARY 2, 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

PUBLIC ACCESS INSTRUCTIONS

Dial: 1-929-436-2866

Meeting I.D: 948 9538 1843

Passcode: 294545

Those wishing to speak must state their name and address for the record after they **announce their name and address over the phone or the City Manager reads a Resident Request Form**. 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
- 6 CONSENT AGENDA
 - A. Minutes –Regular City Council Meeting & Work Session January 19, 2021
 - B. Payroll & Expenditures
 - C. Approval of Tobacco License & Off-Sale Liquor License Application: Sportsman Stop
 - D. Approval of Contract Payment: Fendler Patterson Construction
- 7 ACTION AGENDA
 - A. CARES ACT Grant Distribution
 - B. Council Meeting Format Update
 - C. RCCA: Emergency Response to Minneapolis
- 8 REPORTS
 - A. City Manager's Report
 - B. Commission Reports
- 9 ANNOUNCEMENTS
- 10 ADJOURNMENT

**Notice of ALL Meetings of the
Waseca City Council
By Telephone and Electronic Means**

Pursuant to Minn. Stat. § 13D.021, subd. 1(1) I, Lee Mattson, City Manager of the City of Waseca, Minnesota, determined that in-person meetings of the Waseca City Council are not prudent during the COVID-19 health pandemic/peacetime emergency declared by the Governor's Executive Order No. 20-01 under Minn. Stat., Ch. 12. **As such, the Waseca City Council's meetings during such states of emergency, beginning with the Local Board of Appeal and Equalization meeting scheduled to occur at 7 p.m. on April 6, 2020, and all regular City Council meetings held on the 1st and 3rd Tuesday of the month at 7 p.m. will be held by telephone / other electronic means such as video conferencing, any or all member(s) of the Council may potentially attend such meeting by phone or electronic device.** A schedule of the Council's regular meetings is available in the City Clerk's office or on the City Website.

Additionally, I determine the presence of the public at the regular meeting location is not feasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. § 13D.021, subd. 1(3).

Finally, I determine that the presence of at least one member of the body, chief legal counsel, or chief administrative officer at the regular meeting location is unfeasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. § 13D.021, subd. 1(4).

Members of the public may monitor the meeting electronically from a remote location by dialing a conference number and entering a conference code; listening to a live audio stream available at a website or obtaining a link by email. Information on accessing each meeting remotely will be provided on the meeting's agenda. The City may require the person making a connection to pay for the documented additional cost that the body incurs as a result of the additional connection.

THIS NOTICE OF REGULAR MEETING BY TELEPHONE OR OTHER ELECTRONIC MEANS IS GIVEN PURSUANT TO MINN. STAT. § 13D.04, subd. 2.

Dated: April 2, 2020


Lee Mattson, Waseca City Manager

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, JANUARY 19, 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. The meeting was held virtually, due to COVID-19.

Councilmembers Present: Mayor Roy Srp Ted Conrath
Daren Arndt John Mansfield
Jeremy Conrath Mark Christiansen
Allan Rose

Councilmembers Absent: None

Staff Present: Lee Mattson, City Manager
Mike Anderson, Assistant to the City Manager
Alicia Fischer, Finance Director
Nate Willey, City Engineer
Carl Sonnenberg, Utilities and PW Director

Others Present: N/A

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 Council Member Mansfield asked for item 7B: Lead for MN Lease Agreement to be added to the agenda. It was moved by Conrath, seconded by Rose to approve the agenda as amended. Roll call 7-0. Motion carried.

PUBLIC COMMENT

- 4 None

REQUESTS AND PRESENTATIONS

- 5 None

CONSENT AGENDA

- 6 It was moved by Christiansen, seconded by Arndt, to approve the Consent Agenda as presented. Roll call 7-0. The motion carried.

- A. Minutes – Regular City Council Meeting & Work Session January 4, 2021
- B. Payroll & Expenditures
- C. RCCA: Electric Territory Acquisition
- D. RCCA: BDPI Waiver
- E. RCCA: Annual Solar Report
- F. RCCA: Cogeneration & Small Power Production

ACTION AGENDA

A. RCCA: Rental Inspection Procedures

City Engineer, Nate Willey, informed Council there are just over 1,000 rental properties/units within the City. Every year, approximately one-third of them are inspected, resulting in a 3-year rental property rotation. Typically, the City building official would schedule on-site inspections. This year however, due to COVID-19 concerns, rental property owners and/or their tenants are instead required to provide the building official with pictures or video of the items needing inspection. This is consistent with what other communities are doing.

After notifying rental property owners of this change via a letter sent on November 9, 2020, the City has received pictures or video for less than 15% of this year's rental unit inspections and some owners have expressed that they will not comply with this new procedure. Currently, the deadline for submitting all required information and fees is February 22, 2021. The owners have also been reminded that passing a rental inspection is a condition of their rental license.

Staff is therefore proposing the following modifications to the rental inspection procedure:

1. Extend the deadline and allow owners or tenants to submit a signed checklist in lieu of pictures or video.
2. One month before that extended deadline is reached, review the level of compliance and, if necessary, inform the owners that they may either comply with the current procedure by the deadline or postpone their inspection until on-site visits are deemed appropriate. Postponed inspections would be charged an increased fee of \$45/unit (normal fee is \$30/unit).

He further explained the fee increase is due to the increased workload created by the delayed inspections. Rental inspections are usually scheduled during the slower winter months. Any postponed inspections would need to take place during the busier construction season, resulting in longer hours and/or overtime for the City's contracted building official. Per their contract agreement with the City, 100% of all rental inspection fees are paid to the City's building inspection contractor, City Building Inspection Services LLC (CBIS). The fees are first collected by the City, who is then invoiced by CBIS on a bi-monthly basis.

Council voiced support for the mentioned accommodations and has asked for the fee schedule to be amended and brought forth for approval at a future Council meeting.

B. Lead for MN Lease Agreement

Motion was made by Mansfield, seconded by Srp to discontinue the lease agreement. Roll call 5-2 (Srp, Christiansen Nay), motion carried. Lead for MN will have 30 days to vacate City Hall.

REPORTS

- 8 A. City Manager's Report
- Discussed a plan for in-person Council meetings starting in late February
 - City facilities to open 1/25 to the public
 - Recovery Coordinator Grant needs to be amended
 - Jason Forshee has been promoted to Fire Chief
 - Staff is planning to present an updated CIP draft this Spring to Council
- B. Commission Reports
- Planning Commission
- Sophia Hoiseth was appointed to the Commission
 - Sophia was appointed to the HPC
 - Meeting dates were approved for 2021
- Park Board
- Northwest Nature Park prairie expansion
 - Ongoing dog park discussions
 - Snow removal on the trail system
 - Tree pruning is taking place in the parks
- Discover Waseca Tourism
- Talked about Sleigh & Cutter
 - Discussed the next brochure
- EDA
- Thanked Dave Dunn for his years of service
 - Appointed positions
 - Closed on an EDA loan
 - Talked about the water main grant for Conagra expansion

ANNOUNCEMENTS

- 9 Srp – Divine Intervention happened recently in Waseca. Dorothy Loonan received a new kidney!

ADJOURNMENT

- 10 There being no further business to be brought before the Council, it was moved by Arndt seconded by Jeremy Conrath, to adjourn the meeting at 8:12 p.m.; Roll call, 6-1 (Rose Nay). Motion carried.

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

MINUTES
CITY COUNCIL WORK SESSION
TUESDAY, JANUARY 19, 2021

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

Councilmembers present:	Roy Srp	Ted Conrath
	Mark Christiansen	John Mansfield
	Jeremy Conrath	Allan Rose
	Daren Arndt	

Staff present:	Lee Mattson, City Manager
	Mike Anderson, Assistant to the City Manager
	Alicia Fischer, Finance Director
	Nate Willey, City Engineer
	Carl Sonnenberg, Utilities and PW Director

Council Salaries & Law Enforcement Mutual Aid Discussions

The Work Session began at 6:00 P.M.

The City Manager gave some background information on the history of Council salary vs employee COLA. Also, a chart of comparable City Council salaries was presented.

The Council discussed potential stipends vs Per Diem vs a Hybrid model. After further discussion, Council asked to have a future work session to discuss this in more depth.

Councilmember Conrath asked to discuss Law Enforcement Mutual Aid. This was in response to potential aid calls from Minneapolis. Council suggested having Chief Vought present before discussing this matter further.

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

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Michael Fischer

6B

LIST OF EXPENDITURES

January 19, 2021

Lee A. Mitten

=====

City Council	4,250.00
Streets	53,440.28
Parks	21,774.16
Wastewater	17,779.07
Utility Administration	9,701.84
Utility Billing	16,118.77
Electric	29,312.67
Water	13,981.92
Building and Code Compliance	5,540.46
Police	123,336.54
Administration	15,428.45
Community Aides	881.50
Fire	19,623.47
Paid On Call Fire Department	3,568.13
Election Judges	0.00
PEG	0.00
Finance	16,452.40
Connections	4,619.69
Community Development	11,150.37
Engineering	31,443.30
Recreation	4,271.98
Econ Development	<u>12,560.38</u>
Total Gross Payroll	415,235.38
*Less- Payroll Deductions	<u>(141,399.77)</u>

Net Payroll Cost \$ 273,835.61

*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:
January 15, 2021- January 28, 2021
Includes check #'s 156313-156352
Bank ACH Withdrawals..... 872,760.91

GRAND TOTAL EXPENDITURES \$ 1,146,596.52

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
General Fund						
01/28/2021	12129	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 1/24/2021	101-21701-0000	19,822.77	M
Total 101217010000:					19,822.77	
01/28/2021	12124	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 1/24/2021	101-21702-0000	8,792.05	M
Total 101217020000:					8,792.05	
01/28/2021	12129	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 1/24/2021	101-21703-0000	8,399.54	M
01/28/2021	12129	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 1/24/2021	101-21703-0000	8,399.54	M
Total 101217030000:					16,799.08	
01/28/2021	12126	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 1/24/2021	101-21704-0000	1,342.01	M
01/28/2021	12126	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 1/24/2021	101-21704-0000	8,723.14	M
01/28/2021	12126	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 1/24/2021	101-21704-0000	7,437.64	M
01/28/2021	12126	Public Employees Retirement Assn (ACH	DEF CONTRIBUTION/EMPL Pay Period: 1/24/2021	101-21704-0000	58.70	M
01/28/2021	12126	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 1/24/2021	101-21704-0000	8,723.14	M
01/28/2021	12126	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 1/24/2021	101-21704-0000	11,156.44	M
01/28/2021	12126	Public Employees Retirement Assn (ACH	DEF CONT Employer Pay Period: 1/24/2021	101-21704-0000	58.70	M
Total 101217040000:					37,499.77	
01/28/2021	156313	NCPERS Minnesota - 8266711	LIFE INSURANCE - PERA Pay Period: 1/24/2021	101-21711-0000	192.00	
Total 101217110000:					192.00	
01/28/2021	12129	ACH Internal Revenue Service	MEDICARE Pay Period: 1/24/2021	101-21712-0000	2,819.27	M
01/28/2021	12129	ACH Internal Revenue Service	MEDICARE Pay Period: 1/24/2021	101-21712-0000	2,819.27	M
Total 101217120000:					5,638.54	
01/28/2021	12130	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 1/24/2021	101-21713-0000	1,115.00	M
01/28/2021	12130	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 1/24/2021	101-21713-0000	669.00	M
Total 101217130000:					1,784.00	
01/28/2021	12128	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 1/24/2021	101-21714-0000	150.00	M
01/28/2021	12128	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 1/24/2021	101-21714-0000	2,400.00	M
Total 101217140000:					2,550.00	
01/28/2021	12125	AFLAC	AFLAC AFTER TAX Pay Period: 1/10/2021	101-21715-0000	302.83	M
01/28/2021	12125	AFLAC	AFLAC AFTER TAX Pay Period: 1/24/2021	101-21715-0000	302.83	M
01/28/2021	12125	AFLAC	AFLAC PRE TAX Pay Period: 1/24/2021	101-21715-0000	760.12	M
01/28/2021	12125	AFLAC	AFLAC PRE TAX Pay Period: 1/10/2021	101-21715-0000	775.74	M
Total 101217150000:					2,141.52	
01/28/2021	12123	Further	Flex/HSA Reimbursement	101-21716-0000	400.00	M
01/28/2021	12123	Further	Flex/HSA Reimbursement	101-21716-0000	45.50	M
01/28/2021	12233	Further	Flex/HSA Reimbursement	101-21716-0000	41.24	M
01/28/2021	12233	Further	Flex/HSA Reimbursement	101-21716-0000	46.98	M
01/28/2021	12131	Further	HSA Contribution Pay Period: 1/24/2021	101-21716-0000	525.32	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101217160000:					1,059.04	
01/28/2021	12127	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 1/24/2021	101-21717-0000	880.47	M
Total 101217170000:					880.47	
01/28/2021	12132	MN Public Employees Insurance Progra	McKay Final Adj	101-21720-0000	1,216.64-	M
01/28/2021	12132	MN Public Employees Insurance Progra	Rugger Jan Cobra	101-21720-0000	693.34	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Family Pay Period: 1/10/2021	101-21720-0000	15,974.49	M
01/28/2021	12132	MN Public Employees Insurance Progra	Wellman Adj	101-21720-0000	820.80	M
01/28/2021	12132	MN Public Employees Insurance Progra	Arik Matson Jan Cobra	101-21720-0000	693.34	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Single Pay Period: 1/24/2021	101-21720-0000	13,173.46	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Single Pay Period: 1/10/2021	101-21720-0000	13,173.46	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 12/27/2020	101-21720-0000	250.64	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 1/10/2021	101-21720-0000	1,002.26	M
01/28/2021	12132	MN Public Employees Insurance Progra	Timlin Jan Cobra	101-21720-0000	1,901.72	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 12/27/2020	101-21720-0000	1,002.62	M
01/28/2021	12132	MN Public Employees Insurance Progra	Snook Adj	101-21720-0000	1,663.66	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 1/24/2021	101-21720-0000	1,002.26	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 1/10/2021	101-21720-0000	4,009.04	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 1/24/2021	101-21720-0000	4,009.04	M
01/28/2021	12132	MN Public Employees Insurance Progra	Mattson Adj	101-21720-0000	608.32-	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Family Pay Period: 1/10/2021	101-21720-0000	3,993.57	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Family Pay Period: 1/24/2021	101-21720-0000	3,993.57	M
01/28/2021	12132	MN Public Employees Insurance Progra	PEIP Family Pay Period: 1/24/2021	101-21720-0000	15,974.49	M
Total 101217200000:					81,506.80	
01/28/2021	20210051	Discover Waseca Tourism	December Lodging Tax	101-41110-4440	1,011.27	
Total 101411104440:					1,011.27	
01/29/2021	156352	Team Academy	Covid Relief Grant	101-41110-4450	7,500.00	
Total 101411104450:					7,500.00	
01/28/2021	156340	Shred-it USA LLC	Monthly Shred Service	101-41320-3100	16.92	
Total 101413203100:					16.92	
01/28/2021	20210071	Waseca Area Chamber of Commerce	Employee Recognition	101-41320-4930	120.00	
Total 101413204930:					120.00	
01/28/2021	20210053	Flaherty & Hood PA	Dec 2020 Labor and employment consultation	101-41600-3000	1,181.25	
Total 101416003000:					1,181.25	
01/28/2021	20210065	Pantheon Computer Systems Inc.	2021 Maintenance Agreement	101-41920-3100	6,864.37	
Total 101419203100:					6,864.37	
01/28/2021	20210047	Civic Systems LLC	1st Half 2021 Software Support Fees	101-41920-4950	7,177.80	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101419204950:					7,177.80
01/28/2021	20210058	Innovative Office Supply	Office Supplies	101-41940-2000	132.80
01/28/2021	20210066	Personalized Printing Inc.	#9 envelopes	101-41940-2000	264.20
Total 101419402000:					397.00
01/28/2021	20210044	Central Fire Protection Inc.	Fire Extinguisher Maintenance	101-41940-2170	62.30
01/28/2021	20210058	Innovative Office Supply	Breakroom supplies	101-41940-2170	97.22
01/28/2021	156339	Red Feather Paper Company	2 ply tissue, roll towels, can liners	101-41940-2170	314.64
Total 101419402170:					474.16
01/28/2021	20210043	Cady Business Technologies Inc	Monthly Phone Support	101-41940-3100	262.62
01/28/2021	156320	Cintas Corporation	Floor mat service	101-41940-3100	45.05
Total 101419403100:					307.67
01/28/2021	156322	Consolidated Communications	Monthly Billing	101-41940-3200	183.68
01/28/2021	156322	Consolidated Communications	Monthly Billing	101-41940-3200	97.31
Total 101419403200:					280.99
01/28/2021	156319	Centerpoint Energy	Monthly Billing	101-41940-3800	647.91
Total 101419403800:					647.91
01/28/2021	20210042	Bomgaars Supply	Parts & Supplies	101-41940-4000	17.97
Total 101419404000:					17.97
01/28/2021	20210074	WSB & Associates Inc	Planning Services	101-41950-3000	266.75
Total 101419503000:					266.75
01/28/2021	20210040	APG Media of So MN LLC	Legal Notice	101-41950-3400	321.75
Total 101419503400:					321.75
01/28/2021	20210058	Innovative Office Supply	office supplies-police	101-42100-2000	66.06
Total 101421002000:					66.06
01/28/2021	20210068	Streicher's	uniform expense	101-42100-2180	150.00
Total 101421002180:					150.00
01/28/2021	156321	Cintas Corporation	First Aid - Police	101-42100-2190	46.50
Total 101421002190:					46.50
01/28/2021	156350	Waseca County License Bureau	Registration Police	101-42100-2220	14.25
Total 101421002220:					14.25

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/28/2021	156318	Bock's Service Inc.	tow expense	101-42100-3100	170.00
01/28/2021	156320	Cintas Corporation	Floor Mats	101-42100-3100	13.79
01/28/2021	156320	Cintas Corporation	Floor mats	101-42100-3100	13.80
01/28/2021	156338	Orkin Pest Control	Pest control	101-42100-3100	92.70
01/28/2021	156340	Shred-it USA LLC	Monthly Shred Service	101-42100-3100	16.93
Total 101421003100:					307.22
01/28/2021	156322	Consolidated Communications	Monthly Billing	101-42100-3200	183.68
01/28/2021	156322	Consolidated Communications	Monthly Billing	101-42100-3200	299.22
01/28/2021	156322	Consolidated Communications	Monthly Billing	101-42100-3200	28.78
Total 101421003200:					511.68
01/28/2021	156317	Blue Earth County Sheriff's Office	2021 CIS-MDC Fee	101-42100-3250	2,548.00
01/28/2021	156317	Blue Earth County Sheriff's Office	2021 CIS-Shared Records Fee	101-42100-3250	8,343.00
Total 101421003250:					10,891.00
01/28/2021	156319	Centerpoint Energy	Monthly Billing	101-42100-3800	603.59
Total 101421003800:					603.59
01/28/2021	20210050	Creative Product Sourcing Inc. - DARE	DARE expense	101-42100-4600	332.33
Total 101421004600:					332.33
01/28/2021	156325	Fire Safety USA Inc.	Vest	101-42200-2190	349.50
01/28/2021	156335	My-Lor Inc	Name tags	101-42200-2190	140.15
Total 101422002190:					489.65
01/28/2021	156320	Cintas Corporation	Floor Mats	101-42200-3100	13.80
01/28/2021	156320	Cintas Corporation	Floor mats	101-42200-3100	13.79
01/28/2021	20210067	Precision Chiropractic and Wellness	New FF Physical	101-42200-3100	615.00
01/28/2021	156344	Stryker Sales Corporation	Lucas Maintance	101-42200-3100	1,193.40
Total 101422003100:					1,835.99
01/28/2021	156322	Consolidated Communications	Monthly Billing	101-42200-3200	28.78
Total 101422003200:					28.78
01/28/2021	156334	MN Fire Service Certification Board	Recertification-Forshee	101-42200-3310	25.00
Total 101422003310:					25.00
01/28/2021	156319	Centerpoint Energy	Monthly Billing	101-42200-3800	603.60
01/28/2021	156322	Consolidated Communications	Monthly Billing	101-42200-3800	31.63
Total 101422003800:					635.23
01/28/2021	20210058	Innovative Office Supply	Toner	101-42400-2000	47.13
Total 101424002000:					47.13

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/28/2021	20210066	Personalized Printing Inc.	Inspection Forms	101-42400-2170	117.30
Total 101424002170:					117.30
01/28/2021	20210046	City Building Inspection Services LLC	building inpsctions	101-42400-3000	3,977.77
Total 101424003000:					3,977.77
01/28/2021	20210060	Lenz Lawn Care & Landscaping Inc.	Snow removal	101-42400-3100	450.00
Total 101424003100:					450.00
01/28/2021	20210054	Frontier Precision Inc.	Extended Warranty for Robotic Total Station	101-43000-3100	1,435.50
Total 101430003100:					1,435.50
01/28/2021	12134	Verizon Wireless	Monthly Verizon Data Bill	101-43000-3200	65.03 M
Total 101430003200:					65.03
01/28/2021	156315	Auto Value Waseca	Parts	101-43100-2170	8.99
01/28/2021	20210042	Bomgaars Supply	Parts & Supplies	101-43100-2170	209.37
01/28/2021	20210042	Bomgaars Supply	Parts & Supplies	101-43100-2170	22.28
01/28/2021	156321	Cintas Corporation	First aid cabinet supplies	101-43100-2170	42.21
01/28/2021	156349	Waseca County Landfill	disposal	101-43100-2170	121.21
Total 101431002170:					404.06
01/28/2021	20210039	AmeriPride Services Inc	uniform-service	101-43100-2180	179.73
01/28/2021	20210039	AmeriPride Services Inc	uniform-service	101-43100-2180	179.91
Total 101431002180:					359.64
01/28/2021	156318	Bock's Service Inc.	tow expense	101-43100-3100	425.00
Total 101431003100:					425.00
01/28/2021	156322	Consolidated Communications	Monthly Billing	101-43100-3200	31.63
Total 101431003200:					31.63
01/28/2021	156319	Centerpoint Energy	Monthly Billing	101-43100-3800	1,257.17
Total 101431003800:					1,257.17
01/28/2021	156314	Affordable Lawn Care Inc	Snow Hauling	101-43125-3100	1,785.00
01/28/2021	20210059	James Brothers Construction Inc.	Snow Hauling	101-43125-3100	1,487.50
Total 101431253100:					3,272.50
01/28/2021	156322	Consolidated Communications	Monthly Billing	101-45130-3200	173.83
Total 101451303200:					173.83
01/28/2021	156319	Centerpoint Energy	Monthly Billing	101-45130-3800	370.81

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101451303800:					370.81
01/28/2021	156327	Hillyard Inc/ Hutchinson	Restroom Supplies	101-45180-2175	191.66
01/28/2021	156337	Northland Chemical Corporation	Restroom supplies	101-45180-2175	114.00
01/28/2021	156339	Red Feather Paper Company	Restroom Supplies	101-45180-2175	194.75
Total 101451802175:					500.41
01/28/2021	156328	HKS Construction LLC	TLCF garage door opener	101-45180-2230	174.00
Total 101451802230:					174.00
01/28/2021	20210064	MTI Distributing Inc.	Toro Parts & Supplies	101-45180-2240	292.01
Total 101451802240:					292.01
01/28/2021	20210056	H & J Fuel Inc	Fuel	101-45200-2120	1,375.31
Total 101452002120:					1,375.31
01/28/2021	156337	Northland Chemical Corporation	Restroom supplies	101-45200-2170	342.02
01/28/2021	156337	Northland Chemical Corporation	Restroom supplies	101-45200-2170	119.38
01/28/2021	156337	Northland Chemical Corporation	Facility Supplies - Parks	101-45200-2170	111.55
01/28/2021	156339	Red Feather Paper Company	Restroom Supplies	101-45200-2170	584.48
Total 101452002170:					1,157.43
01/28/2021	20210064	MTI Distributing Inc.	Toro 3280 mirror replacement	101-45200-2210	87.00
Total 101452002210:					87.00
01/28/2021	20210042	Bomgaars Supply	Parts & Supplies	101-45200-2230	21.98
01/28/2021	20210042	Bomgaars Supply	Parts & Supplies	101-45200-2230	78.58
Total 101452002230:					100.56
01/28/2021	156330	McClune's Tree Service	Tree Removal Clear Lake park and 7th St SE	101-45200-3100	1,750.00
Total 101452003100:					1,750.00
01/28/2021	156322	Consolidated Communications	Monthly Billing	101-45200-3200	25.92
Total 101452003200:					25.92
01/28/2021	156319	Centerpoint Energy	Monthly Billing	101-45200-3800	331.55
01/28/2021	156319	Centerpoint Energy	Monthly Billing	101-45200-3800	28.79
Total 101452003800:					360.34
01/28/2021	156333	MN Department of Agriculture	Pesticide Applicator Renewal	101-45200-4330	30.00
Total 101452004330:					30.00
01/28/2021	156319	Centerpoint Energy	Monthly Billing	101-45500-3800	532.44
01/28/2021	156322	Consolidated Communications	Monthly Billing	101-45500-3800	55.10

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101455003800:					587.54	
01/28/2021	20210048	Connors Plumbing & Heating Inc.	plumbing	101-45500-4000	168.00	
Total 101455004000:					168.00	
Total General Fund:					240,185.02	
Airport						
01/28/2021	12138	CenturyLink	Airport service	230-49810-3200	112.79	M
Total 230498103200:					112.79	
01/28/2021	156319	Centerpoint Energy	Monthly Billing	230-49810-3800	52.59	
01/28/2021	12136	Xcel Energy	December Service	230-49810-3800	231.77	M
01/28/2021	12135	Xcel Energy	December Service	230-49810-3800	264.75	M
Total 230498103800:					549.11	
Total Airport:					661.90	
Economic Development-General f						
01/28/2021	156346	Trio Coffee, Wine & Ale House	Over payment of Loan Refund	261-11520-0000	10.00	
Total 261115200000:					10.00	
01/28/2021	20210040	APG Media of So MN LLC	Discover Waseca Guide	261-46700-3500	475.00	
Total 261467003500:					475.00	
01/28/2021	20210071	Waseca Area Chamber of Commerce	Newsletter Insert Sponsorship	261-46700-4330	95.00	
Total 261467004330:					95.00	
Total Economic Development-General f:					580.00	
Safe Haven Grant						
01/28/2021	156336	Northland Business Systems Inc.	Connections contract	279-46350-3100	2,581.31	
Total 279463503100:					2,581.31	
Total Safe Haven Grant:					2,581.31	
PEG Channel						
01/28/2021	156323	EPA Audio Visual Inc.	2021 subscription	290-41920-4330	2,388.00	
Total 290419204330:					2,388.00	
Total PEG Channel:					2,388.00	
2014A GO Bonds						
01/28/2021	12120	U.S. Bank	Bond Series 2014A	390-47000-6000	290,000.00	M
Total 390470006000:					290,000.00	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/28/2021	12120	U.S. Bank	Bond Series 2014A	390-47000-6100	44,225.01	M
Total 390470006100:					44,225.01	
Total 2014A GO Bonds:					334,225.01	
2014B Refunding Bond						
01/28/2021	12121	U.S. Bank	Bond Series 2014B	395-47000-6000	70,000.00	M
Total 395470006000:					70,000.00	
01/28/2021	12121	U.S. Bank	Bond Series 2014B	395-47000-6100	18,350.00	M
Total 395470006100:					18,350.00	
Total 2014B Refunding Bond:					88,350.00	
Capital Improvement						
01/28/2021	156324	Fendler Patterson Construction Inc	TLCF Dugout Project	430-43010-5340	7,975.00	
Total 430430105340:					7,975.00	
Total Capital Improvement:					7,975.00	
Water						
01/28/2021	12122	MN Sales and Use Tax Payable	December Sales Tax Payable	601-20210-0000	1,852.71	M
Total 601202100000:					1,852.71	
01/28/2021	20210042	Bomgaars Supply	Parts & Supplies	601-49401-2230	14.99	
01/28/2021	156326	Hawkins Inc	Chemical parts	601-49401-2230	563.59	
Total 601494012230:					578.58	
01/28/2021	156331	Mid-America Meter Inc	Test Calibrate Well Meter	601-49401-3100	438.55	
Total 601494013100:					438.55	
01/28/2021	156319	Centerpoint Energy	Monthly Billing	601-49401-3800	201.17	
Total 601494013800:					201.17	
01/28/2021	156326	Hawkins Inc	Actuators	601-49401-4000	1,054.08	
01/28/2021	156326	Hawkins Inc	Chlorine Equipment Terminator Testing	601-49401-4000	419.56	
Total 601494014000:					1,473.64	
01/28/2021	20210062	Metering & Technology Solutions	Meter	601-49430-2215	1,186.80	
Total 601494302215:					1,186.80	
01/28/2021	20210049	Core & Main LP	Main Repair	601-49430-2230	421.70	
01/28/2021	20210072	Waseca Sand & Gravel Inc.	N State main break	601-49430-2230	1,796.00	
Total 601494302230:					2,217.70	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/28/2021	20210039	AmeriPride Services Inc	uniform service	601-49430-3100	17.25
01/28/2021	20210039	AmeriPride Services Inc	uniform service	601-49430-3100	17.25
01/28/2021	20210055	Gopher State One-Call Inc	Annual Fee - Gopher State One Call	601-49430-3100	16.67
01/28/2021	156331	Mid-America Meter Inc	Meter Calibration	601-49430-3100	630.26
01/28/2021	156331	Mid-America Meter Inc	Meter Calibration	601-49430-3100	475.62
01/28/2021	20210073	Water Conservation Service Inc.	Leak Detect	601-49430-3100	608.42
Total 601494303100:					1,765.47
01/28/2021	156322	Consolidated Communications	Monthly Billing	601-49585-3200	48.98
01/28/2021	156347	U.S. Postal Service	Postage - February utility bills	601-49585-3200	436.53
Total 601495853200:					485.51
01/28/2021	20210047	Civic Systems LLC	1st Half 2021 Software Support Fees	601-49586-4950	1,025.40
01/28/2021	20210065	Pantheon Computer Systems Inc.	2021 Maintenance Agreement	601-49586-4950	980.62
Total 601495864950:					2,006.02
01/28/2021	12121	U.S. Bank	Bond Series 2014B	601-49980-6000	4,189.94 M
Total 601499806000:					4,189.94
01/28/2021	12121	U.S. Bank	Bond Series 2014B	601-49980-6100	444.13 M
Total 601499806100:					444.13
Total Water:					16,840.22
Sanitary Sewer					
01/28/2021	20210055	Gopher State One-Call Inc	Annual Fee - Gopher State One Call	602-49470-3100	16.66
Total 602494703100:					16.66
01/28/2021	156322	Consolidated Communications	Monthly Billing	602-49470-3200	480.10
Total 602494703200:					480.10
01/28/2021	156319	Centerpoint Energy	Monthly Billing	602-49470-3800	18.86
01/28/2021	156319	Centerpoint Energy	Monthly Billing	602-49470-3800	189.84
Total 602494703800:					208.70
01/28/2021	20210042	Bomgaars Supply	Parts & Supplies	602-49470-4020	19.99
01/28/2021	156341	Sigma Controls Inc	rebuild 2 transducers-100'	602-49470-4020	1,042.00
Total 602494704020:					1,061.99
01/28/2021	20210042	Bomgaars Supply	Parts & Supplies	602-49480-2180	107.96
01/28/2021	20210069	Terrell, Tim	Safety Glasses Reimb - Terrell	602-49480-2180	354.20
Total 602494802180:					462.16
01/28/2021	156343	Stantec Consulting Services Inc	Chlorine Audit	602-49480-3000	563.50

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602494803000:					563.50
01/28/2021	156316	Automatic Systems Company	Effluent Sonar Calibration	602-49480-3100	849.00
01/28/2021	156320	Cintas Corporation	Floor mat service	602-49480-3100	19.10
01/28/2021	156321	Cintas Corporation	First aid cabinet supplies	602-49480-3100	55.94
01/28/2021	20210061	M & R Electric Inc.	Electrician`	602-49480-3100	127.50
Total 602494803100:					1,051.54
01/28/2021	156322	Consolidated Communications	Monthly Billing	602-49480-3200	171.94
Total 602494803200:					171.94
01/28/2021	156319	Centerpoint Energy	Monthly Billing	602-49480-3800	2,737.94
01/28/2021	156342	SSI Crestmark MN Holding LLC	Crestmark Solar	602-49480-3800	5,351.75
01/28/2021	156342	SSI Crestmark MN Holding LLC	Solar Electric Service	602-49480-3800	4,959.30
01/28/2021	156348	USS MN V MT LLC	USS Bush Solar	602-49480-3800	1,718.00
01/28/2021	156348	USS MN V MT LLC	USS Bush Solar	602-49480-3800	1,255.29
01/28/2021	156348	USS MN V MT LLC	USS Bush Solar Power	602-49480-3800	1,080.50
01/28/2021	12137	Xcel Energy	December Service	602-49480-3800	3,492.44 M
Total 602494803800:					20,595.22
01/28/2021	156345	Thermal Process Systems	TPS Service Agreement/Computer	602-49480-4000	14,300.00
Total 602494804000:					14,300.00
01/28/2021	156322	Consolidated Communications	Monthly Billing	602-49585-3200	48.98
01/28/2021	156347	U.S. Postal Service	Postage - February utility bills	602-49585-3200	436.53
Total 602495853200:					485.51
01/28/2021	20210047	Civic Systems LLC	1st Half 2021 Software Support Fees	602-49586-4950	1,025.40
01/28/2021	20210065	Pantheon Computer Systems Inc.	2021 Maintenance Agreement	602-49586-4950	980.63
Total 602495864950:					2,006.03
01/28/2021	12121	U.S. Bank	Bond Series 2014B	602-49980-6000	70,810.06 M
Total 602499806000:					70,810.06
01/28/2021	12121	U.S. Bank	Bond Series 2014B	602-49980-6100	7,505.87 M
Total 602499806100:					7,505.87
Total Sanitary Sewer:					119,719.28
Electric Utility					
01/28/2021	12122	MN Sales and Use Tax Payable	December Sales Tax Payable	604-20210-0000	30,038.29 M
Total 604202100000:					30,038.29
01/28/2021	20210055	Gopher State One-Call Inc	Annual Fee - Gopher State One Call	604-49571-3100	16.67

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495713100:					16.67
01/28/2021	156322	Consolidated Communications	Monthly Billing	604-49585-3200	91.83
01/28/2021	156322	Consolidated Communications	Monthly Billing	604-49585-3200	34.65
01/28/2021	156347	U.S. Postal Service	Postage - February utility bills	604-49585-3200	436.53
Total 604495853200:					563.01
01/28/2021	156340	Shred-it USA LLC	Monthly Shred Service	604-49586-3100	16.92
Total 604495863100:					16.92
01/28/2021	20210063	MN Municipal Utilities Association	MMUA Dues	604-49586-4330	11,240.00
Total 604495864330:					11,240.00
01/28/2021	20210047	Civic Systems LLC	1st Half 2021 Software Support Fees	604-49586-4950	1,025.40
01/28/2021	20210065	Pantheon Computer Systems Inc.	2021 Maintenance Agreement	604-49586-4950	980.62
Total 604495864950:					2,006.02
01/28/2021	20210041	Barr Engineering Company	Substation Engineering	604-49593-5300	2,664.13
01/28/2021	20210042	Bomgaars Supply	Parts & Supplies	604-49593-5300	15.28
Total 604495935300:					2,679.41
Total Electric Utility:					46,560.32
Storm Water Utility					
01/28/2021	20210042	Bomgaars Supply	Parts & Supplies	651-43140-2170	46.98
Total 651431402170:					46.98
Total Storm Water Utility:					46.98
Central Garage Services					
01/28/2021	20210042	Bomgaars Supply	Parts & Supplies	701-43180-2170	2.99
01/28/2021	156329	Kimball Midwest	shop supplies	701-43180-2170	179.09
Total 701431802170:					182.08
01/28/2021	156315	Auto Value Waseca	Parts	701-43180-2210	6.98
01/28/2021	156315	Auto Value Waseca	Battery	701-43180-2210	255.98
01/28/2021	156315	Auto Value Waseca	Parts	701-43180-2210	172.43
01/28/2021	20210045	Christensen Tire Service	New Tires	701-43180-2210	780.00
01/28/2021	20210045	Christensen Tire Service	Tire Repair	701-43180-2210	67.60
01/28/2021	20210057	H & L Mesabi	HLA cover blade	701-43180-2210	88.72
01/28/2021	20210057	H & L Mesabi	returned parts	701-43180-2210	1,438.50-
01/28/2021	20210057	H & L Mesabi	park carbide	701-43180-2210	662.54
01/28/2021	20210057	H & L Mesabi	curb runners	701-43180-2210	1,954.50
01/28/2021	156332	Mills Automotive Group	Mirror	701-43180-2210	146.96
01/28/2021	156332	Mills Automotive Group	Replacement Mirror	701-43180-2210	146.96
01/28/2021	156332	Mills Automotive Group	Radiator	701-43180-2210	993.03
01/28/2021	156332	Mills Automotive Group	Credit for broken mirror	701-43180-2210	146.96-
01/15/2021	156209	Titan Machinery	Filter	701-43180-2210	233.17- V

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 701431802210:					3,457.07
01/28/2021	156315	Auto Value Waseca	Parts	701-43180-2400	5.58
01/28/2021	20210070	Total Tool Supply Inc.	powertools	701-43180-2400	185.74
Total 701431802400:					191.32
Total Central Garage Services:					3,830.47
Equipment Replacement Fund					
01/28/2021	20210052	Emergency Automotive Technologies Inc.	new squad expense	705-49920-5400	1,370.86
01/28/2021	20210052	Emergency Automotive Technologies Inc.	New Squad expense	705-49920-5400	322.50
01/28/2021	20210052	Emergency Automotive Technologies Inc.	new squad expense	705-49920-5400	613.62
01/28/2021	20210052	Emergency Automotive Technologies Inc.	new squad expense	705-49920-5400	2,982.43
01/28/2021	20210052	Emergency Automotive Technologies Inc.	new squad expense	705-49920-5400	2,030.49
Total 705499205400:					7,319.90
01/28/2021	156351	Waseca Fire Relief Association	Rural Fire Grant Payment	705-49930-5400	1,497.50
Total 705499305400:					1,497.50
Total Equipment Replacement Fund:					8,817.40
Grand Totals:					872,760.91

Report Criteria:

Report type: GL detail

[Report].Amount = {<>} 0

CITY OF WASECA

APPLICATION FOR LICENSE
TO SELL CIGARETTES AND TOBACCO PRODUCTS AT RETAIL

Waseca City Code Chapter 111, Section 111.04

Name of Applicant: DHANU LLC

Doing Business As: SPORTMAN STOP

Address: 1818 N STATE ST, WASECA, MN - 56093

Telephone: 1-507-835-7677 917-584-5934

Type of Business: SPORTING GOODS, FISHING RETAIL, GAS-STATION, CONVENIENCE ^{STORE}

Description of location where cigarettes/tobacco products will be sold: 1818 N STATE ST,
WASECA, MN- 56093

I hereby make application to the City of Waseca, Minnesota for a license to sell cigarettes and tobacco products at retail at the above location for the term of 12 MONTHS beginning with the 1ST day of JANUARY, 2021, subject to the laws of the State of Minnesota, and the Ordinances and Regulations of the City of Waseca.

I hereby enclose \$ _____ as payment of the fee.



Applicant Signature

11/24/2020

Date

CITY OF WASECA LIQUOR LICENSE APPLICATION

Application for (check all that apply) On Sale ___ Club On Sale ___
Sunday On Sale ___ Off Sale ___ Wine ___

License period JAN-2021 to DEC-2021

DHANU LLC
LICENSEE NAME

11/30/2020
DATE

SPORTSMEN S
BUSINESS/TRADE NAME

Type of Business:

☐ Bar (On Sale)
☒ Liquor Store (Off Sale Only)
☐ Club (On Sale) Number of Members: _____
☐ Restaurant ATTACH FOOD LICENSE

Type of Application:

☐ Renewal
☒ New/Transfer \$ _____ Investigative Fee

ANKIKUMAR B PATEL 401-737-5472 917-584-5934
APPLICANT'S FULL NAME TELEPHONE NO. ALTERNATE PHONE NO.
(Last, Middle, First)

40 TIDEWATER DRIVE WARWICK RHODE ISLAND 02889
ADDRESS CITY STATE ZIP

11/21/1980 CHHATRAI GUJARAT INDIA
APPLICANT'S DATE OF BIRTH PLACE OF BIRTH

1818 STATE ST NORTH WASECA MN-56093 401-737-5472
BUSINESS ADDRESS TELEPHONE NO.

[REDACTED]
DRIVER'S LICENSE NUMBER

[REDACTED]
MINNESOTA TAX ID#

[REDACTED]
FEDERAL TAX ID#

KIRTI LLC
NAME & ADDRESS OF OWNER OF BUILDING

1818 STATE ST NORTH WASECA MN-56093

ARE THERE DELINQUENT TAXES ON THE PROPERTY? NO

PLEASE NOTE: Prior to license issuance, City Staff will review the history and status of the Customer Utility Account, to verify there are no ongoing delinquent balance concerns.

LLC MEMBER
CORPORATE OR PARTNERSHIP TITLE

1818 STATE ST NORTH WASECA MN-56093
CORPORATE OR PARTNERSHIP ADDRESS

IF CORPORATION, LIST PARTNERS, OFFICERS, OR DIRECTORS:

Full Name (Last, Middle, First)	Address	D.O.B.
ANKITKUMAR B PATEL	40 TIDEWATER DRIVE WARWICK	RI-02889 11/21/1980
KAMLESHKUMAR M PATEL	1843 AIRWOOD AVE JOHNSTON	RI-02919 11/08/1967
NIKUL R PATEL	300 6TH AVE SE APT 7C MN-56085	SLEEPY EYE 05/24/1978

IF THIS IS A TRANSFER APPLICATION, PROVIDE FULL NAME AND ADDRESS OF PERSONS, PARTNERSHIP OR CORPORATION HOLDING THE LICENSE FOR THE PAST YEAR:

WHAT VENDING COMPANY(S) WILL HAVE MACHINES ON THE LICENSED PREMISES?

Company Name	Type of Machine(s)
--------------	--------------------

ARE YOU A MINNESOTA RESIDENT?: _____ Yes ☒ No

Dates of Residency: _____ From _____ To _____

Residency past ten (10) years: 40 TIDEWATER DRIVE
(Address & dates) WARWICK RI-02889

(use additional sheet if needed)

Employment past ten (10) years: JANU CORPORATION
(Employer name & address) 1196 WESTSHORE ROAD
WARWICK RI-02889

(use additional sheet if needed)

HAVE YOU EVER BEEN CONVICTED OF VIOLATING FEDERAL, STATE, OR LOCAL LIQUOR LAWS AND/OR REGULATIONS? _____ YES ☒ NO

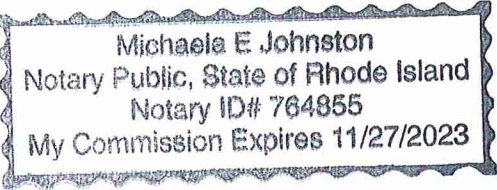
If yes, please explain (specify dates)

THE APPLICANT, AND HIS/HER ASSOCIATES IN THIS APPLICATION, WILL STRICTLY COMPLY WITH ALL THE LAWS OF THE STATE OF MINNESOTA GOVERNING THE TAXATION AND THE SALE OF INTOXICATING LIQUOR, RULES AND REGULATIONS PROMULGATED BY THE LIQUOR CONTROL COMMISSIONER, AND ALL ORDINANCES OF THE CITY OF WASECA. I HEREBY CERTIFY THAT I HAVE READ THE FOREGOING QUESTIONS AND THAT THE ANSWERS TO SAID QUESTIONS ARE TRUE TO MY OWN KNOWLEDGE.

P. Patel

SIGNATURE OF APPLICANT

Subscribed and sworn to before me this
19 day of January, 2021.
Michaela E Johnston
(Notary Public)
My commission expires 11/27/2023



CONTRACT CONSTRUCTION PAYMENT REQUEST

DATE: January 21, 2021

TO: Mayor & City Council
Lee Mattson, City Manager

PROJECT NAME: TLCF Dugouts Improvements

CITY PROJECT NO. 2020-15

PAYMENT REQUEST : No.2-Final

PAYMENT PERIOD : 10/01/2020-10/30/2020

CONTRACTOR: Fendler Patterson Construction

PAYMENT AMOUNT: \$7,975.00

Approved By:

Department Head

Date

Director of Finance

Date

City Manager

Date

APPLICATION AND CERTIFICATE FOR PAYMENT

DOCUMENT SUMMARY SHEET

TO OWNER/CLIENT:
City of Waseca

PROJECT:
20-147 Tink Larson Field Dugouts
400 7th Avenue NE
Waseca, Minnesota 56093

FROM CONTRACTOR:

Fendler Patterson Construction, Inc
4839 West 124th Street
Savage, Minnesota 55378

VIA ARCHITECT/ENGINEER:

APPLICATION NO: 2
INVOICE NO: 2
PERIOD: 10/01/20 - 10/30/20
PROJECT NO: 20-147
CONTRACT DATE:

CONTRACT FOR: 20-147 Tink Larson Field Dugouts Prime Contract

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$55,000.00
2. Net change by change orders	\$0.00
3. Contract Sum to date (Line 1 ± 2)	\$55,000.00
4. Total completed and stored to date (Column G on detail sheet)	\$55,000.00
5. Retainage:	
a. 0.00% of completed work	\$0.00
b. 0.00% of stored material	\$0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$0.00
6. Total earned less retainage (Line 4 less Line 5 Total)	\$55,000.00
7. Less previous certificates for payment (Line 6 from prior certificate)	\$47,025.00
8. Current payment due:	\$7,975.00
9. Balance to finish, including retainage (Line 3 less Line 6)	\$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Fendler Patterson Construction, Inc

By:

[Signature]

Date:

11/2/2020

State of: MN
County of: Scott
Subscribed and sworn to before me this 2nd day of November 2020
Notary Public: *[Signature]*
My commission expires: 01/31/22



ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED:

\$7,975.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By:

Date:

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

CONTINUATION SHEET

DOCUMENT DETAIL SHEET

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 2
APPLICATION DATE: 10/26/2020
PERIOD: 10/01/20 - 10/30/20

Contract Lines																	
A		B		C		D		E		F		G		H		I	
ITEM NO.	COST CODE	DESCRIPTION OF WORK		SCHEDULED VALUE		WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE					
						FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD										
1	1-10000 - Misc General Requirements	Misc General Requirements		\$4,866.00		\$4,379.40	\$486.60	\$0.00	\$4,866.00	100.00%	\$0.00	\$0.00					
2	1-11200 - Insurance	Insurance		\$255.00		\$229.50	\$25.50	\$0.00	\$255.00	100.00%	\$0.00	\$0.00					
3	1-11300 - Contractors Fee	Contractors Fee		\$3,118.00		\$2,806.20	\$311.80	\$0.00	\$3,118.00	100.00%	\$0.00	\$0.00					
4	1-12000 - Price and Payment Procedures	Price and Payment Procedures		\$616.00		\$554.40	\$61.60	\$0.00	\$616.00	100.00%	\$0.00	\$0.00					
5	1-992000 - Superintendent	Superintendent		\$4,600.00		\$4,140.00	\$460.00	\$0.00	\$4,600.00	100.00%	\$0.00	\$0.00					
6	4-40000 - Masonry	Masonry		\$23,850.00		\$21,465.00	\$2,385.00	\$0.00	\$23,850.00	100.00%	\$0.00	\$0.00					
7	7-76000 - Flashing and Sheet Metal	Flashing and Sheet Metal		\$5,950.00		\$5,355.00	\$595.00	\$0.00	\$5,950.00	100.00%	\$0.00	\$0.00					
8	7-79200 - Joint Sealants	Joint Sealants		\$2,500.00		\$2,250.00	\$250.00	\$0.00	\$2,500.00	100.00%	\$0.00	\$0.00					
9	9-99100 - Painting	Painting		\$4,550.00		\$4,095.00	\$455.00	\$0.00	\$4,550.00	100.00%	\$0.00	\$0.00					
10	32-323113 - Chain Link Fence	Chain Link Fence		\$4,695.00		\$4,225.50	\$469.50	\$0.00	\$4,695.00	100.00%	\$0.00	\$0.00					
TOTALS:				\$55,000.00		\$49,500.00	\$5,500.00	\$0.00	\$55,000.00	100.00%	\$0.00	\$0.00					

Grand Totals										
A	B	C	D		E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE	
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
	GRAND TOTALS:	\$55,000.00	\$49,500.00	\$5,500.00	\$0.00	\$55,000.00	100.00%	\$0.00	\$0.00	

01/29/2021

Waseca Area Chamber of Commerce
210 N State St, Waseca, MN 56093

Waseca County
c/o Michael Johnson
County Administrator

City of Waseca
c/o Lee Mattson
City Manager

Dear Mr. Johnson and Mr. Mattson,

The Waseca Area Chamber of Commerce received an application for the Waseca County COVID-19 Small Business and Non-Profit Relief Grant Program from **Team Academy**. They have sufficiently met the requirements and are an eligible organization. Based upon the program guidelines of FTE's determining the award amount, they are eligible for **\$15,000**. We recommend they receive **\$15,000** in grant funds. This organization is located within the City of Waseca; the City of Waseca has agreed to participate at 50% of the granted amount. The City of Waseca will grant **\$7,500** and Waseca County will grant **\$7,500**.

Funds can be delivered to the address listed below. A digital file of the application for **TEAM Academy** will be delivered to Waseca County and the City of Waseca upon completion for the Grant Program.

Thank you,

Ann Fitch
Executive Director

CC
Team Academy
220 17th Ave NE
Waseca, MN 56093

[Type here]

Title:	City Council Meeting Format		
Meeting Date:	February 2, 2019	Agenda Item Number:	7B
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> DISCUSSION	Supporting Documents:	
Originating Department:	Administration	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>			
How does this item pertain to Vision 2030 goals?	Good government		

BACKGROUND: The City Council has asked for additional staff research on a format for conducting City Council Meetings. Staff consulted with the City Attorney and obtained the following legal opinions:

1. Social distancing is required at Council Meetings to comply with Executive Orders invoking Department of Health guidelines.
2. Face coverings are required at Council Meetings unless testifying, speaking, or performing, provided that social distancing is always maintained.
3. The City Council could determine that the nature of the pandemic and the regular meeting location makes in-person attendance by the public infeasible. I understand that this is not a question the Council is asking and am working to clarify that this means that the Council can remove persons from the meeting who refuse to wear a mask or social distance, a question that I understand the Council did want clarification on.

In conducting a meeting in the Council Chambers, with remote access for residents, as requested at the January, 19 Regular Meeting, staff notes the following.

1. In the Council Chambers, existing PEG camera locations would allow a camera to focus on each Council Member when they were speaking from the socially distant locations in the room.
2. PEG Employee Wes Hellevik believes that we could run Zoom through the computer at the Manager's Seat in the Council Chambers. This would allow people to dial in and listen to the Council Meeting. We believe it will be challenging to have people speak to Council and be heard well on the PEG recording but continue to explore no-cost options. A web cam (currently owned by the City) would be used to allow virtual attendees to see at least part of the room. The camera would not focus on individual people when speaking. Virtual attendees could use a computer, portable device, or telephone to access Zoom.
3. Any attempt to allow virtual access to Council Meetings will likely require some trial and error. The use of a consultant would likely decrease the amount of trial and error required.
4. In 2016, the City obtained an estimate for a wireless microphone system. It was determined that multiples of eight microphones would be most cost effective with the City's system. Eight wireless

microphones with the necessary hardware would have cost \$7,642. Wes suspects prices have not changed substantially since that time. There would also have been installation costs of \$2,000 which Wes believes could be accomplished at a lower price now as the City can likely perform more of the work now than we could have in 2016.

BUDGET IMPACT: Staff believes in the Council Chambers socially distanced meetings could begin with less than \$200 being spent by the PEG Channel Fund, which is funded by dedicated payments from the City's two cable providers. No property tax dollars would be involved in the work. Staff has not been able to identify a zero-cost option that will allow in-person meetings in compliance with COVID-19 safety protocols.

ALTERNATIVES CONSIDERED:

- Plexiglass barriers in the Council Chambers to allow all Councilmembers to site at their usual seats. Discarded due to Council's expressed wish to limit expenditures.
- Public Safety Building Community Room. Not presented to due audio quality concerns and lack of expressed Council support for the idea.
- Speaker phone to allow public participation. Not presented due to audio quality concerns and selection of Zoom as the preferred options as we believe Zoom will interface with PEG better than a speakerphone. We could purchase a speakerphone designed to integrate with PEG for an additional cost.

RECOMMENDATION: Staff requests Council discussion and direction on how to proceed. Staff requests that the Council consider the example they set for both the community and for city employees as they consider their course of action. Staff does believe that the easiest way to move forward with in-person meetings is to adopt the proposal made at the January 19 Council Meeting to begin socially distanced in-person meetings without purchasing any cameras and without providing a remote viewing area in City Hall. Staff would do the best they could to integrate Zoom into our current A/V system to provide at least a way for the public to remotely view the Council Meeting in real time.

Title:	Emergency Response to Minneapolis		
Meeting Date:		Agenda Item Number:	7C
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> DISCUSSION	Supporting Documents:	
Originating Department:	Administration	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>			
How does this item pertain to Vision 2030 goals?	Protection of a Community Asset (Emergency Response Personnel) and limiting liability (Good Government)		

BACKGROUND: City Staff have determined that, unless otherwise directed by the City Council, the City shall not dispatch assistance from the Police or Fire Department to the City of Minneapolis to assist in maintaining public order. This shall include City Police Officers that participate in our Regional SWAT organization. Public Safety Director Vought has reviewed this issue with her direct reports and approves of this directive.

BUDGET IMPACT: None

ALTERNATIVES CONSIDERED: Allowing the City of Waseca's member of the Regional SWAT team to respond with the SWAT team if the team were sent up to Minneapolis.

RECOMMENDATION: Council may wish to make a motion of support to Staff's action or provide direction or request additional discussion at a work session.